



UNIVERSITY OF
GEORGIA
Discover Abroad

PROGRAM MANUAL

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Discover Abroad
Warnell School of Forestry and Natural Resources
Building 4, Suite 102
180 E Green St.
Athens, GA 30602-2152
Tel: 706-542-9713
Fax: 706-542-9686
discoverabroad@uga.edu
<http://www.discoverabroad.uga.edu>

Notes: The manuals, itineraries, and syllabi provide a general plan only, deviations as announced by the program staff may be necessary. All faculty, and staff on Discover Abroad programs are responsible for, and must be familiar with the material contained herein. Contact the Discover Abroad office for the most recent versions. Any information contained in this Manual that conflicts with other UGA units (e.g., OGE, Legal Affairs, etc.) is governed by the respective UGA unit policies.

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Welcome and Introduction

Welcome to the programs offered by the University of Georgia (UGA) Discover Abroad (DA). This Program Manual (referred to hereon as *Manual*) contains information that you will need to plan your travels and studies and serves as a written orientation for the programs.

DA specializes in experiential, academic, travel-based study away programs that provide UGA credit in a range of courses and are suitable for students from all educational backgrounds. All our programs have a significant field component where students can explore stunning national parks, forests, wildlife reserves, coastlines, and islands to apply the specific knowledge they gain in the classroom.

Disclosures

While DA attempts to provide students with the most up-to-date information about local conditions, we do not take responsibility for any information that may have changed since production of the *Manual*. Consult the websites cited for the most recent updates on information such as entry visas and travel information.

All programs begin and end in the overseas destination where the program takes place. *Students are responsible for their own travel arrangements from their home country to the program destination (and return)* as well as for obtaining the necessary travel documents (e.g., visas, if applicable). Group airfares are sometimes available and, though strongly encouraged, are optional.

How to Contact DA

Contact details for medical centers (hospitals and physicians) are provided in this *Manual* in the section titled "Health and Safety while Abroad". The location, date, and time of the start of the program (day one) will be provided during the program orientation. For emergency purposes, a program staff member will have an in-country cell phone (the number will be provided to students at the beginning of the program in-country) but note that some programs will visit remote areas without cell phone coverage.

Campus Office

Discover Abroad
Warnell School of Forestry and Natural Resources
180 East Green Street
Building 4, Suite 102
The University of Georgia
Athens, GA 30602-2152
USA

Online: <http://discoverabroad.uga.edu/>

Email: discoverabroad@uga.edu

Tel: +1-706-542-9713

Fax: +1-706-542-9686

While Away: For Family and Friends

Before departure, students will be provided an itinerary with contact details of all accommodations for friends and family to contact them while they are away. Students should provide this to family and friends themselves. Under the Family Educational Rights and Privacy Act (FERPA) of 1974, we cannot discuss any student's

academic information anyone other than the student, including family or friends – this extends to courses, schedules, itineraries, and (to a large extent) payments.

While Away: For Emergencies

In an emergency, note the following:

- The In-country Faculty and/or Teaching Assistant group cell phone: The cell numbers are provided to students on day one of the program, and students are requested to share this number with parents. Please note, however, that staff do not always have cell phone coverage when they are in more-isolated places.
- The listed accommodation contact numbers (on the final itinerary) and ask for any of the program staff, identifying that you are attempting to contact the UGA (Discover Abroad) group.
- The Discover Abroad Office (using the contact details above).
- UGA Office of Global Engagement during office hours at: 706-542-2900 or 706-542-5544, Fax 706-583-0148; email: studyaway@uga.edu. The OGE Global Education Director, Yana Cornish, can be contacted as follows: office, 706-542-2900; home and cell, 706-247-6022; e-mail, yanac@uga.edu.
- Public Safety at the following numbers: Emergency, 706-542-2200; Non-Emergency, 706-542-5813.

Overview

UGA Discover Abroad is an administrative umbrella for a set of unique and challenging study abroad programs focused on questions of how humans interact with the natural environment and how that relates to conservation, sustainable development, and human populations. At a time when employers are increasingly seeking people that are globally connected and with international experiences, our dynamic learning environment provides opportunities for students to live and participate in a diverse global community.

As global citizens, Americans are recognizing the need to balance economic, social, and environmental demands. Issues such as global warming, resource depletion, biodiversity preservation, or environmental pollution transcend national boundaries and our responses will accordingly need to be not only international but also global in perspective. Furthermore, such problems and their solutions not only have complex ecological and biophysical bases, but also are dependent on understanding the social, cultural, historical, and political contexts. Accordingly, our courses and programs are all interdisciplinary in design, our field activities reflect this, and program faculty all have academic histories that speak to this commitment.

The overall aim of our programs is to facilitate students' development of an integrated, holistic understanding of the human and ecological context of sustainable natural resources conservation, using global cases. We coordinate multi-disciplinary instruction by UGA faculty with that of local experts who understand the region, and we integrate field-based, experiential learning with more standard forms of classroom instruction. No prior knowledge of the subject areas or environmental issues is assumed, and the courses and programs are very suitable for first year as well as more senior undergraduate, honors, and graduate students.

The programs are designed to blend classroom studies with experiential learning and travel. Typically, you will spend ~75% of the time in the field and traveling around the country (more often than not, we are only in one place for 2-3 nights before moving on). This schedule requires that students discipline themselves, so they get plenty of sleep at night and have the energy to take advantage of each and every day. We incorporate relevant outdoor activities into our schedule to get students into many of the best parts of the country. If students have any concerns about participating in any of the activities, such as hiking, kayaking, and snorkeling, they should speak with a staff member in advance of any participation in the activity and an alternate activity or assignment will be arranged. The recreational activities are voluntary.

Mission and Objectives

DA provides academically rigorous and personally rewarding educational travel programs that foster critical analysis of issues in sustainable development and lead to a globally minded and effective citizenry. As such, DA seeks to create a learning environment that:

- Is accessible to a diverse body of students, providing affordable programs for a range of majors
- Emphasizes global knowledge and connectivity (from multiple disciplines and geo-cultural perspectives)
- Promotes service-learning opportunities and student peer-learning
- Encourages faculty-student interactions
- Supports faculty collaboration and networking
- Is at the forefront of redefining study abroad as not only a valid academic enterprise, but an extraordinary one that far surpasses the impact of traditional campus-based instruction
- Provides intellectually and personally challenging academic experiences for students and faculty that foster a body of future scholars and leaders equipped to work in a global society.

At present, we are addressing this last objective by testing new ways to deliver core curriculum, increasingly integrating service- and work-integrated learning, providing students with applied citizen science and research activities, and using international education programs as a platform for developing large-scale, ambitious international environmental research projects. We are also increasingly engaged in the development of study abroad as a solution in and of itself to ecological issues, as a mechanism for sustainable, low impact forms of tourism. Past students often use their study abroad experience with us to explore options for international internships, employment opportunities, and independent travel.

We run programs in locations that not only enable us to better understand the integration of People, Planet and Profit but contain unique flora and fauna, stunning ecological diversity, and complex environmental issues. They often offer unbelievable natural beauty, an unparalleled outdoors and adventure experience, extremely friendly and generous people, and the unique indigenous and other cultural traditions.

Program Administration and Structure

Programs typically have groups of ~16-32 students from a broad range of majors. Each group will have 2-3 staff members (depending on the group size), comprised of UGA faculty/representatives and sometimes a local (non-UGA) instructor and/or field guide. The UGA personnel are responsible for overall coordination of the academic program, risk management, and course assessment and grades. The non-UGA personnel provide local expertise and interpretation in the field and acts as a first resource for students as they work on their field modules. A variety of guest lecturers and field guides, mainly professors at local universities, also contribute to the course regularly. Our programs also are supported by several subcontractors (ranging from in-country university institutions to small professional private businesses), which provide critical support services in the field including accommodations, transportation, meals, activities/excursions, and field and/or classroom instruction.

Director

The Director is responsible for:

- Strategic planning of the DA office.
- Overall quality and coordination of the academic programs, including program design, development, evaluation, and improvement.

- Overseeing duties of the office personnel.
- Facilitating academic progress of students in the program and professional development of staff.
- Ensuring equity, equal access, and fair treatment for all students and personnel.
- Instruction on programs when necessary.

The Director is based in the South Pacific for most of the calendar year (providing central access to the majority of programs and students while in-country) and at the UGA campus for the remainder of the year.

Assistant Director

The Assistant Director is responsible for:

- Managing material contained within the scope of the *Logistics Information System*.
- Managing material contained within the scope of the *UGA Study Abroad Programs Directors (SAPD) Manual*.
- Managing material contained within the scope of the *Program Manual*.
- Managing Discover Abroad budgets and financial relations with the Warnell Fiscal Office, the Office of Global Engagement, and the UGA Business Services.
- Serving as liaison between program faculty and the DA Office.
- Coordinating and administering in-country program logistics.
- Solving day-to-day problems.
- Instruction on programs when necessary.

Administrative Manager

The Administrative Manager is responsible for:

- Managing material contained within the scope of the *Administrative Information Systems*.
- Managing day-to-day matters related to general inquiries, applications, orientation, payment, registration, and acceptances into the programs.
- Managing material contained in the *Marketing Information Systems*, including student recruitment, promotional activities, and developing and implementing a strategic marketing plan.
- Supervising management of day-to-day matters related to general inquiries, applications, orientation, payment, registration, and acceptances into the programs.
- Assisting the Director and Assistant Director, where necessary
- Solving day-to-day problems.
- Serving as program or teaching assistant on programs when required.

In-country Faculty or Instructors

Each group of students in the program is the responsibility of one or more in-country faculty or instructors who travel with the groups. This individual is responsible for:

- Assisting the DA office in the overall design and quality of the program.
- Overseeing welfare of students while in the field and ensuring that the procedures and policies as specified in the *Program Manual* and *UGA SAPD Manual* are correctly and efficiently administered and implemented in the field. This includes, but is not limited to, making decisions about activities in inclement weather conditions, ensuring appropriate group behaviors and setting standards, and applying sanctions (including dismissal of students) for inappropriate behaviors that threaten the well-being of the group and/or individuals in the group.
- Making all decisions regarding student responsibilities and conduct in relation to their course and its lectures and coursework (including grading and assessment).

- Contacting DA and OGE in the event of an emergency. In-country Faculty are the first point of contact for students and staff on the program in the event of an emergency and assume leadership of the emergency situation until other resources (e.g., local police, etc.) are available.

In-country Program Assistants

In-country Assistants are responsible for much of the coordination of day-to-day in-country program activities. They are with the students in the field and classroom and:

- Assist the DA office with logistics, such as accommodation and activities, while in the field.
- Act as a liaison between the students and faculty.
- Qualified Assistants participate in grading assignments (this includes assignments due before, during, and after the field portion of the program).
- Coordinate classroom activities, and as such generally attend all lectures.
- Provide general day-to-day problem solving.
- Act as the University of Georgia representative in the absence of the In-country Faculty/Instructor; i.e., in the event that the In-country Faculty/Instructor is not available or with the group, to provide overall leadership and welfare of students while in the field and ensuring that the procedures and policies as specified in the *Program Manual* and *SAPD Manual* are correctly and efficiently administered and implemented in the field.

In-country Field Instructors/Guides (may be UGA or non-UGA)

The Field Instructors/Guides are an indispensable part of our field experience; they join us when we travel about and help us better appreciate and understand what we are seeing and experiencing. Their responsibility is to:

- Provide expertise and interpretation in the field related to the course(s) and program theme, both formally (such as in scheduled discussion) and informally as we travel.
- Orient and facilitate students' cultural understanding as we travel around.
- Act as a first resource for students as they work on their field modules.
- In the event that the In-country Faculty/Instructor and/or Teaching Assistant is not available and/or with the group, to provide overall leadership and welfare of students while in the field and ensuring that the procedures and policies as specified in the *Program Manual* and *SAPD Manual* (with assistance from the DA Director) are correctly and efficiently administered and implemented in the field.

In-country Classroom Experts (non-UGA)

We bring learned experts, mainly professors from local universities, into our classrooms to provide students with regional expertise and provide local content ancillary to core concepts taught in each individual course. These people are often the very best in their fields, and we are very fortunate that many have an ongoing relationship with our program and meet our students year after year.

What You Need To Do: UGA Faculty, Instructors, and TAs, and non-UGA Staff

The information contained in this *Manual* is supplemental to the UGA Study Abroad Program Directors (SAPD) Manual – if any conflicts exist between the DA and SAPD Manuals, the SAPD Manual should be referred to first as it is the authority.

Before your involvement in any DA program, you are required to:

- Follow requirements for faculty/staff study abroad participation, per the Manual (and respective weblinks contained therein). The DA office will manage student registration, finances, create pre-departure orientations, etc. (see later) but you will need to:
 - Attend the Education Abroad Health, Safety and Risk Management Training session annually. Can be viewed as a recording if schedule conflicts or if you have attended previously.
 - Complete the [Travel Registry](#) (click on the appropriate link(s) for UGA or non-UGA personnel). Link should be emailed to you as Travel Authority is approved.
 - Register with the [U.S. Department of State Traveler Enrollment Program \(STEP\)](#)
 - Review [UGA's Non-Discrimination and Anti-Harassment Policy](#)
- Become certified (and continue certification) in First Aid and CPR (required) or Wilderness First Response (preferred).
- Attend the Discover Abroad: *Pre-Program Planning Meeting*.

What You Need To Do: Students

Be aware that admissions for DA programs often requires a group interview and we accept applicants on a rolling basis. Please email the Discover Abroad Office to inquire about admissions for your specific program.

Step 1: Planning

Students considering participating in one of DA's programs should first complete the following steps:

- Read the "What to Expect on the Program" section below to determine if our unique type of study abroad programs are right for you.
- Visit your academic advisor to determine if our programs are a good fit for your schedule and academic trajectory. Review information about our programs such as courses offered and costs.
 - If you are a non-UGA student, you will need to provide proof that such a meeting took place by completing the Home Institution Notification form available within the program application.
 - Be sure to discuss how the courses will transfer back to your home institution at that meeting since this is determined solely at the discretion of the home institution.
- Determine how you plan to pay for the program you are interested in. Please see the section below titled "Costs: Program Fee, Tuition, and More" for full details about the costs of participation and the subsection "Financial Aid and Scholarships" for information about scholarship opportunities and financial aid available for study abroad through the University and externally.
 - Non-UGA students, be aware that you need to speak to your own school's financial aid office to request aid.
 - You may be asked to complete a "Consortium Agreement Form" at your home institution for them to process aid regarding attendance at the University of Georgia: UGA's Office of Student Financial can help you complete this form.

Step 2: Applying to a Program

Once you have chosen a program to participate in and are aware of the academic and behavioral expectations as well as costs, and once you have decided that, should you be accepted into the program, you would be ready and able to commit (including paying the commitment deposit), proceed to [UGA StudyAway](#) to locate the application and apply to the program. As part of the application, you will electronically sign various documents indicating that you have read or understand the information provided. Two of the most important policies are the following:

[Agreement for Participation in a Group Program Abroad](#)

[Global Education Program Fee Withdrawal Policy](#)

Completed applications are reviewed once a week and decisions are sent out post interviews or immediately after rolling admissions. Should you be accepted to participate in a program, a program deposit is required.

Step 3: After Committing and Prior to Orientation

- (Transient students) Application to UGA
 - All students who wish to participate in a study abroad program led by UGA faculty must be UGA students. As such, non-UGA students must apply to UGA and be accepted as a study abroad transient student for the appropriate term. Proceed to the UGA admissions website ([UGA Application and Status Page](#)) to begin this process.
 - Request a “Study Abroad Transient Admissions form”, also known as the “SATA” form, from the DA office at discoverabroad@uga.edu. You will need to upload this to your UGA application for it to be processed.
 - Submit an official transcript to UGA admissions (separate from any that you may have submitted as part of your application to our program).
 - Pay the application fee.
- Acquire (or renew) a passport. Generally, you must have a passport that is valid for at least 6 months after you plan to return from your program abroad (check the respective country entry requirements for your specific program). The Office of Global Engagement is now offering a [UGA Passport Initiative](#).
- Make flight arrangements. See the section titled “Preparing for Travel” below.
- Precautionary medical and dental check-ups are recommended (including a visit to the UGA Travel Clinic for any immunizations, preparations for travel, etc.), and be sure to purchase sufficient prescription medications to last for the duration of your trip.
- Complete all forms on your program application on [UGA StudyAway](#). New forms appear once you have been accepted to a program.

Step 4: Prior to Departure

- Register for courses on Athena [UGA Athena](#).
 - As part of your application, you selected courses based on your own desires and the input of your academic advisor. The courses are hidden from the public search feature in Athena, so you will have to register for them via CRN. You will be emailed course registration information for the courses you selected about a month prior to departure.
 - You must be a UGA student (non-UGA students must have completed the application process by this point) and your account must be cleared of all holds in order to register. To view holds, log into Athena, and proceed to “Student”, “Student Records”, “View Holds”. Use the contact information next to any holds to receive information on how to clear those holds. Some typical holds are:
 - Verification of Lawful Presence - Upload a copy of your driver’s license or passport to your UGA application (not your program application on StudyAway).
 - [Immunizations Hold](#). This may require a doctor’s visit, so please plan your time accordingly.
 - Student Accounts Acknowledgement Hold - Within Athena, go to “Student”, “Student Records”, “Clear Student Accounts Acknowledgement Hold”.
- Clear your student account
 - Once you are registered for courses, you will be billed via your UGA student account for the remaining program fee (less the deposit you paid), UGA tuition, and UGA fees.
 - Expected financial aid processed through UGA (including HOPE and Zell Miller scholarships) will be taken into consideration.

- o External aid, including HOPE and Zell Miller scholarships processed by another university, cannot be confirmed until received and are not taken into consideration when determining if your account is considered “paid” unless proof of such scholarships or aid are provided to the DA Office.
- o Note that your account must be cleared prior to departure. Departure is often prior to the Bursar’s deadline for payments for that term. Unless you make payment plan arrangements with the Bursar’s Office, DA’s deadline supersedes the Bursar’s deadline.
- Submit disability documentation if you require special accommodations and inform the DA Office. See the section below, titled “Disability, Diversity, and Special Accommodations”.
- Order the eBook through the link provided in the syllabus.
- Download all materials from eLC (internet cannot be guaranteed overseas and you will need access to all files).
- Complete your three pre-departure assignments:
 - o Orientation quiz over the material presented at the mandatory orientation session.
 - o Digital introduction video introducing yourself to your classmates with photos, video clips, music, and a voice-over narration.
 - o Pre-departure lectures - available on eLC for your particular program. These videos are typically a few hours long and make up the bulk of the material covered on your first quiz, which will take place on the first day of the program.
- Review your itinerary to familiarize yourself with the program and the challenges and adventures you’ll face. You’ll receive a detailed itinerary closer to departure.
- Pack! See below, the sections titled “Accommodations, Luggage, and Packing” and “Mandatory Packing List for All Programs”.

Step 5: After Returning

- Grades will be available on Athena at the end of the term in which the program is taking place. This may mean that there are several months between the end of the program and the release of your grades for that program. Please be patient, but contact your instructors if you have questions.
- Non-UGA students to transfer credits back to their home institution. Students must wait until the end of the term at UGA for grades to be officially input for grades to become transferable. You should work closely with your academic advisor and study abroad administrator well before departure to ensure that the courses will transfer as expected. Transcripts are not automatically generated for study abroad participants at the conclusion of the program, so please request a UGA transcript at: [Transcripts | Students | Office of the Registrar](#). There is a charge for each transcript issued.

What to Expect on the Program

Our programs are adventurous, culture- and environment-oriented, active, and academically rigorous. They demand a high degree of commitment and involvement from students and operate on a team effort. We build in relevant outdoor activities into our schedule to get students into many of the best parts of the region. Previous students say it was the best experience of their lives, but they want you to know before you go....

- You should expect to be very busy. We try to pack as much into the academic and travel aspects of study abroad as we can in the time that is available – to learn as much, see as much, and experience as much of the country as possible. You will be involved in program-related activities full-time, all day, and every day (no weekends off). We do build in free days or half-days to travel, catch-up on laundry and rest-up, but otherwise, it’s a full-on, 24/7, academic, adventure.
- You should expect to have to study hard. Our grading standards are the same we apply on campus. If you are expecting a good grade without effort, we urge you to reconsider joining us!

- You need to be ready to travel a lot. We can't see the country unless we get moving.
- In the first section of the program, we also need to build background knowledge so we get the most out of our travels, and this means you should expect to be spending quite a bit of time in classroom lectures early on and intermittently throughout the program. It may seem painful at the time, but students do come to see the benefits and understand why we do it during their subsequent time in the field.
- You need to be flexible. To fit in the best travel and field experience possible, this sometimes means moving every day or two. Staying in many different places means that things do change, and that laid plans may need to be adjusted. You will, therefore, need to be flexible with logistics on a day-to-day basis, work with the staff to help everything move smoothly, and be accommodating of others. Note that in Fiji in particular, everything moves on "island time", meaning that just because we make arrangements, it doesn't mean things will happen exactly as and when we think they will. Flexibility is needed and is all part of the adventure.
- You will become very close to your classmates and group leaders. Because you are traveling so much and everyone is taking the same classes, you get to spend most of your time together as a group. While this means we have less opportunity for cultural immersion (although we build in opportunities when we can), you will come away knowing the staff and other students very well and will make some very close friendships. There may be times when you butt heads with your classmates or instructors: it is very important to address issues early so that they do not hinder full enjoyment of the program for you or others.
- You will be physically close to everyone. Students are accommodated in mostly shared, same-sex rooms. We typically stay in a range of accommodations, including hotels, backpackers, and hostels. Some places we stay are very comfortable, others are better described as simple or rustic – such as safari-style tents (with electricity) and, on very occasional nights, we may be camping. You also need to be prepared variously for communal bathrooms, bunk-bed style sleeping, and limited facilities as we stay in different places. Most accommodations will have some cooking and laundry facilities and public phones, and some (but not all) have internet.
- You should expect things to be different than they are back home, for example: supermarkets may have different open hours, food types and prices than you're used to, and the availability of modern conveniences like ATMs, hair dryers, cell phone reception, and restaurants may also vary. This is part of the experience of being away and in a different country and culture.
- You will be tired. Not only are our programs incredibly active, but traveling halfway around the world means that you will experience a healthy dose of jet lag. It may take over a week until you get fully adjusted. At all times during the program, you should aim to get plenty of rest, drink plenty of water, and avoid alcohol and caffeinated drinks.

The above may sound demanding (and it is), but our former students also wanted you to know that...

- You will learn and experience more than you ever thought possible.
- You will make some of the best friends of your life.
- You will grow intellectually, personally, and academically.
- You will probably remember this as one of the best times of your life.

You can also expect all the staff to be doing everything they can to make sure this is an outstanding time for you, both academically and experientially, and we would appreciate your giving them the benefit of the doubt in tough situations. Final words of advice: We promise an amazing trip, but this is not a vacation! We suggest if you want a vacation that you plan for independent travel time before or after the program.

Costs: Program Fees, Tuition, and More

There are five main costs for each Discover Abroad program: (1) program fees, (2) UGA tuition and fees, (3) course materials costs, (4) airfare, and (5) personal budgeting. Students receiving financial aid who are unable to pay program fees by the respective deadline must provide documentation of the loan disbursement and date to retain their place on the program. Regularly scheduled scholarships and financial aid processed through the University of Georgia will appear as credits in the accounting system, so you will only be contacted if there is a positive balance after taking these into consideration.

Program Fees

Current program fees and deadlines are given on the application forms and are available on our website.

Program fees are paid through the student account page available within [Athena](#). The program fee covers:

- All program activities and excursions.
- All required in-country program ground transportation (including bus, boat, train, and small island hopper planes as appropriate) unless otherwise specified.
- Many (typically 70% but up to 95%) meals during the program.
- All accommodations (except during Spring break on the Spring Semester program).
- International Health Insurance.

Refer to the Global Education [Program Fee Withdrawal Policy](#), put in place to recover costs associated with your lack of participation on short notice.

Program Cancellation and Refund Policy

Tuition/Fees

Tuition is in addition to and is separate from the program fee. Tuition is billed to students via their UGA student account after registration and paid to the University (Bursar's Office) directly, NOT the program. Refer to [Payment Deadlines](#) for the current tuition and fee estimates for each academic term and relevant due dates. Out-of-state students pay in-state tuition on UGA study abroad programs where tuition is billed on a per-credit-hour basis (summer) or where only study abroad courses are registered for in a given term (fall and spring, which includes winter). Non-UGA students will be charged an application fee to apply to UGA as a transient student, and such students coming from a non-SEC school will be assessed an additional fee of \$250.

Electronic Materials and Coursebook

An eBook is required for Australia, New Zealand, and UK programs (available thru the link on the syllabus) and other materials are available via eLC. Download all required materials before departing the US. You will need a laptop with Office and Adobe software. The program accepts no responsibility for lost or stolen items and we recommend that you consider purchasing insurance for any expensive personal items before bringing them on the program.

Airfare

Students are responsible for making airline arrangements from their home to the program destination, so costs can vary widely. Optional groups flights are generally (though not always) available through a third-party and are independent of the DA office. We strongly recommend that you purchase private travel insurance in the event of a canceled program, canceled flight, or lost/misplaced luggage.

On some programs, you will cross the international dateline traveling from the US to the South Pacific, generally arriving two days later than when you departed. This means you need to depart the US on a date two days prior to the date you intend to arrive. Sometimes we arrange airport pick-up upon arrival at the destination

airport to take you to your accommodations – if you are unable to meet this pick-up, you will need to make your own arrangements to the accommodations.

Personal Budgeting

Managing your finances is one of the most important and challenging aspects of a successful and enjoyable experience abroad. Dealing with a new currency and cost of living are just the beginning of the challenge. Before you leave on the study abroad trip, pay attention to the exchange rate between the U.S. dollar and local currency. Learn to think in that currency, and don't forget the value of a good pocket calculator to help with the conversion.

How much money will I need while abroad?

The program fees cover most of the costs of being in-country, but you will need to provide additional funds for:

- Some meals
 - Typically, the program will provide at least 60% of the meals and you are responsible for the remaining meals (grocery shops will be available to help you live cheaply if you choose).
 - To compare food prices, we recommend that you view local supermarket prices online such as Coles and Woolworths in Australia; Countdown, Pak n' Save, and Safeway in New Zealand; and Sainsbury's, Tesco, and Morrisons in the UK.
- Accommodation and meal costs during the week of spring break for the Spring Semester program
- Incidentals: laundry, internet, phone calls, stationery, etc.
- Independent evenings out/free day outings
- Gifts and souvenirs

It is very difficult to estimate exactly how much money this will cost – it depends on the exchange rate at that time and your personal spending habits. Some of the program staff find they can normally survive just fine on ~US\$40 a day, though this depends on the number of meals that are covered in each program – but we also tend to be very thrifty and buy groceries instead of eating out, don't buy souvenirs, and often do not stay out late in the evenings. If you eat group meals, buy groceries for other meals, eat at restaurants rarely, and do not consume alcohol, US\$30 per day is fine. If you want to eat out a lot (and many people do), stay out late doing things that cost money, and participate in extracurricular adventure activities; you will need to budget much more than that (especially when in the cities). It is certainly possible to eat well and stay clean and entertained on very little money in the countries that we visit if you are prepared to live simply. The budget worksheet (on the next page) will help you decide how much money you may need. It is generally recommended that you plan to have 20% more than you think you'll need – just in case.

Exchange Rates

Exchange rates vary and can markedly affect how much money you will need while you are away: for up-to-date estimates vis [Xe Currency Converter - Live Exchange Rates Today](#)

Personal Budget Worksheet

Program Costs

Program fee	_____	
Tuition	_____	
Non-waivable tuition fees	_____	
Out of State, non-Georgia System add:		
UGA Application fee	_____	
Out of state student fee	_____	
Sub-Total		_____

Pre-departure

Gear, luggage, equipment	_____	
Passport	_____	
ETA (Australia and New Zealand)	_____	
eBook/other (e.g., guide) books	_____	
Transportation		
International airfare (from U.S.)	_____	
Domestic airfare (within U.S.)	_____	
Sub-Total		_____

Personal Expenses

Food	_____	
Laundry/toiletries	_____	
SIM/telephone (local and international)	_____	
Entertainment and evenings out	_____	
Shipping/postage	_____	
Gifts/souvenirs	_____	
Emergency funds	_____	
Sub-Total		_____

Independent Travel (i.e., free days/Spring Break travel)

Transportation (bus, train, etc.)	_____	
Accommodations if you leave town	_____	
Any additional recreation activities	_____	
Sub-Total		_____

Other Expenses

_____	_____	
_____	_____	
Sub-Total		_____

GRAND TOTAL

Financial Aid and Scholarships

If you are enrolled in a UGA program, you can use the same financial aid that you would qualify for on campus. Examples include federal financial aid, state financial aid, UGA scholarships and most outside scholarships, including the HOPE Scholarship if you are a Georgia resident. If you need to seek increased financial aid due to the costs of studying abroad, please seek out (for UGA students) the Office of Student Financial Aid or (for non-UGA students) your home institution's financial aid office. Note that UGA will not process financial aid for transient students and typically a "Consortium Agreement" form is required to be filed at your home institution to process aid as a transient student. Such a form may be taken to UGA's Office of Student Financial Aid for an official's signature.

Generally, the following types of federal aid can be used for study abroad: Guaranteed Student Loans (GSL/Stafford), Pell Grants, and Parent/PLUS Loans. In most study abroad situations work-study grants are not available.

There are some scholarships available for study abroad. Information about these scholarships can be found in the [Office of Global Engagement](#). The Franklin College of Arts and Sciences ([Franklin College of Arts and Sciences](#)), the [Office of Experiential Learning](#) and the [Honors program](#) offer some study abroad scholarships and the deadlines are often very early.

Preparing for Travel

All programs begin and end at the accommodations in the overseas destination where the program takes place. However, there are many steps that must take place to get you from your home in the United States to the overseas destination.

Vaccination and Other Travel Requirements

Domestic and international travel regulations and policies are constantly, and often rapidly, changing. All DA program participants should make themselves aware of how such changes can impact their own travel. A good place to begin is the [CDC](#). Pay particular attention to vaccination requirements for domestic and international flights and entry to overseas destinations.

Entry Requirements and Vital Travel Documentation ([Passports and Visas](#))

For any overseas travel out of the United States, you will require a passport (Hawaii is part of the United States, so a passport is not required to travel there). A passport is an official government document that certifies your identity and citizenship. U.S. citizens need passports to enter most countries. You will need to apply early for a new passport if you have never had one before, if your passport was issued before your 16th birthday and will expire within the year, or if your passport is more than 15 years old. Retain a scanned image of your passport.

The following visa requirements apply to U.S. citizens only. This information may be dated, so refer to the "entry/exit requirements" in the respective Consular Information links under each country's heading (see also Appendix).

Australia

To travel to Australia, U.S. citizens must have a valid passport, Short Stay Visitor ETA (Electronic Travel Authority) and onward/return airline ticket.

ETA information: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/electronic-travel-authority-601#Eligibility>

Fiji

To travel to Fiji, U.S. citizens must have a passport that is valid for at least 6 months after the date you intend to leave the country, and a ticket for return or onward travel.

Hawaii

If you are only participating in the DA Hawaii program, you will need appropriate identification (typically a drivers license) to fly within the U.S. If you are also participating in one of the other DA programs (e.g., Spring Semester) you will need a passport and potentially other materials. Please refer to the other countries listed in this section for more information.

New Zealand

Click [here](#)

To travel to New Zealand, U.S. citizens must have a valid passport, NZ ETA and IVL, and onward/return airline ticket. ETA information: <https://nzeta.immigration.govt.nz>

New Zealand has very strict bio-security regulations and at customs in Auckland airport you will be asked to declare any food or hiking or outdoors equipment that you are bringing in. We recommend that you clean any outdoor equipment and clothing that you intend to bring to New Zealand otherwise you may be delayed at Auckland airport possibly causing you to miss a connecting flight.

United Kingdom

Click [here](#)

To travel to the UK, U.S. citizens must have a valid passport, a UK ETA, and a ticket for return or onward travel is required. It is important select "tourist," NOT "student" on the immigration documentation to enter the United. For further information contact the British Embassy in Washington, DC at [Browse: Passports, travel and living abroad - GOV.UK](#). ETA information <https://www.gov.uk/guidance/apply-for-an-electronic-travel-authorisation-eta>

Non-US citizens

Non-US citizens will need to investigate the visa requirements for entering all countries as well as for return to the U.S. Talk with the immigration advisor at OGE regarding maintaining visa status in the U.S.

Airfare

Please see the above section on Airfare within "Costs: Program Fee, Tuition, and More" for information about airfare booking options.

ISIC cards

Although you will not need one for the program, some students may wish to purchase the International Student Identity Card (ISIC) for independent travel before or after the program. ISIC's entitles you to some insurance coverage while traveling, reduced airfares, and entrance tickets to cultural events and museums, as well as

numerous travel benefits. The ISIC is good until December 31st of the year of your application. For more information on the ISIC, go to [ISIC card](#).

Disabilities, Diversity, and Special Accommodations

All DA programs attempt to be inclusive and respectful of the needs, backgrounds, and experiences of all its participants. Out of fairness to all students, we cannot make any arrangements for special accommodations without documentation and notification from either UGA or your home school office that you already are or should be provided with accommodations. This information is due to the DA Office prior to the program pre-departure orientation. After that time, DA cannot guarantee that such needs can be accommodated. To request special accommodations, UGA students need to have been approved by the [UGA Disability Resource Center](#). Non-UGA students need to attach documentation to your application confirming the disability and information about accommodations currently provided to you (e.g., a letter from a disability services department at your home institution). In addition, please provide information on your health questionnaires within your application.

Also contact the faculty pre-departure to double-check that they are aware that special accommodations should be provided. The earlier the request and follow-up is made, the more measures UGA can take to arrange accommodations while we are away.

Participants should be aware that some programs involve activities that require moderate exercise, such as hiking and snorkeling, and unless you are taking the program for Physical Education course credit, participation in these activities is voluntary.

If any program participant feels that s/he is being treated unfairly in any way, s/he should notify the supervising faculty member or DA office immediately.

DA does not tolerate disrespectful actions that demean or discriminate against someone on the basis of sex, race, national origin, ethnicity, religion, sexual orientation or gender expression and encourages diversity on all its programs. DA also endeavors to abide by the policies and principles set out in Section 504 of the Rehabilitation Act (1973), the Americans with Disabilities Act (1990), and the Individuals with Disabilities Education Act (1997) and will make all reasonable attempts to comply if notified in a timely manner that special accommodations are required. DA also ascribes to the principles, policies and codes of ethics set out by both the Association on Higher Education and Disability (AHEAD) and Mobility International USA. Further information on these organizations and affiliated issues can be found at [Association on Higher Education And Disability](#) and [Mobility International USA](#).

Policies, Regulations, and Procedures

How Foreign Laws Apply to You

Laws in countries outside of the U.S. will be different to what you are used to. You must obey all the laws of your destination country and that of any other countries to which you travel/visit and this requires that you familiarize yourself with those laws before traveling. The [US Bureau of Consular Affairs](#) is a good starting point for information on the legal systems of other countries. Remember, most students who break laws do so unintentionally and often this is associated with alcohol misuse and related misbehavior.

DA's Professional, Academic, and Ethical Code of Conduct

DA programs address issues of sustainability and global citizenry. As such our academic expectations also extend to students' behaviors towards others (social sustainability) and to nature (environmental sustainability). Moreover, the fourth dimension of the Quadruple Bottom Line emphasizes an ethical and moral respect for all living and nonliving entities. DA's Professional, Academic, and Ethical Code of Conduct seeks to foster such respect.

Any student misconduct on a study abroad program is also considered to directly, or indirectly, negatively impact the academic learning environment of the program and will not be tolerated. Therefore, and in addition to the UGA Code of Conduct, the following Professional, Academic, and Ethical Code of Conduct will apply to all students on Discover Abroad programs.

Students will be expected to:

- Adhere to standards of professional behavior and ethics appropriate to their academic discipline.
- Conduct themselves in a manner consistent with Discover Abroad's academic mission.
- Behave in a manner consistent with all relevant UGA policies, codes, standards, and rules.
- Comply with the [UGA policy on alcohol and other drugs](#) as well as the following Discover Abroad requirements:
- No alcohol or drugs are permitted on any program group/common transportation carriers (e.g., coaches/buses, boats, trains, ferry, airplanes, etc.) either in the seating area or in the luggage compartment during a program.
- No alcohol or drugs are permitted, nor may they be consumed, in any program accommodation, including (but not limited to) lodges/cottages/cabins, hostels, dormitories, hotels/motels and campgrounds/campsites of any kind, other than that sold by, and consumed in, restaurants or bars of the premises. This policy applies to any accommodation paid for by course or program fees (including accommodations on nights before or after the program has officially started or ended) or funded or subsidized by UGA and includes containers of alcohol (wine bottles, beer cans, etc.) empty or otherwise.
- No alcohol may be consumed until after the last program activity of the day, this includes lunch or dinner breaks.
- Use, possession, or distribution of narcotic or other controlled substances (except as permitted by law) or providing or facilitating the use, possession, or distribution of narcotic or other controlled substances (except as permitted by law) will result in immediate dismissal from the program.
- Meet the standard provided by the [Office of Global Engagement in their Interpretation and Clarification of UGA Alcohol Policy as it Applies to Study Abroad Programs](#), as follows:
 - If students choose to consume alcoholic beverages while participating in a study abroad program, UGA expects responsible behavior and moderation. Students are responsible for their behavior and any misconduct that is related to the consumption of alcohol.
 - Students must be aware that alcohol will impair judgment and make one more vulnerable to crime and accidents while in unfamiliar surroundings.
 - Public drunkenness is less common among university age young people in most other countries. Such displays can reinforce negative stereotypes of U.S. citizens and make one look foolish in the eyes of citizens of the host country.

Program Time Versus Free Time

Program time begins with the first scheduled activity of the day at which student attendance is required and ends after the last scheduled activity of the day at which student attendance is required. Program time may include meals, seminars, discussions, field activities, travel, instruction, etc. Free time is time prior to or following program time or specific times in between that are designated as such.

Misconduct

Misconduct includes any behavior that directly or indirectly,

- Jeopardizes the safety or wellbeing of the offender, other students, or members of the academic community (faculty, instructors, host lecturers/field guides)
- Prevents and/or limits a faculty member/instructor from devoting time to the academic needs of the program and/or attending to the needs of other students on the program
- Results in the destruction of natural and/or environmental resources and/or harms or jeopardizes cultural relations with hosts
- Is inconsistent or incompatible with Discover Abroad's academic mission and/or desired learning outcomes of study abroad (including the goals of group cohesion, student engagement, and interdependence)
- Otherwise disrupts or negatively impacts the study abroad program or program activities.

Examples of student misconduct include, but are not limited to,

- Repeatedly falling asleep during class/field lecture (single cases will receive a verbal or written warning)
- Repeatedly late for class/field lecture (single cases, less than 30 minutes, will receive a verbal or written warning)
- Failing to show (by more than 30 minutes) for a scheduled departure from an accommodation
- Disruption or obstruction of the academic (teaching, research, or administration) learning environment
- Evidence of alcohol in program accommodations - observed directly during the program (e.g., empty bottles found in/about accommodations/person) or after the program has ended (e.g., Facebook photos revealing alcohol use in accommodations) (note: alcohol possession or consumption in any homestays is grounds for instant dismissal)
- Substance intoxication (e.g., drunken behavior in accommodations, alcohol poisoning, or placing oneself in an unsafe condition/environment as a result of substance abuse)
- Violating in-country laws (this will result in immediate dismissal from the program)
- Damage to environmental or cultural resources (e.g., defacing cultural artifacts, willful damage to wildlife)
- Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the health or safety of another person
- Failure to comply with the directions of program staff (e.g., adhering to program curfews, accommodation quiet time, keeping a minimum distance from wildlife)
- Failure to law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so
- Deliberating taking, attempting to take, damaging, or destroying program property or property of sub-contractors used on the program or items belonging to other participants (note: All participants are responsible for any loss or damage to property of others that they cause while on the program, including any damage to accommodations or modes of transport).

Sanctions

In addition to sanctions administered through the UGA Conduct processes, students found in violation of the UGA Code of Conduct and/or Discover Abroad Professional, Academic and Ethical Code of Conduct will face one or more of the following sanctions:

- A 5 – 10% deduction in the final course grade for one course, issued at the discretion of the program faculty, for each case of misconduct. All alcohol-related misconduct cases will receive an automatic minimum 10% grade reduction.

- For egregious cases of misconduct (including, but not limited to, illegal activities and/or repeated misconduct – i.e., two or more violations of the policy), and following discussions with the Office of Global Engagement, a student may be dismissed from the program.

All violations will be reported to the Office of Student Conduct and to the Dean of the Warnell School of Forestry and Natural Resources.

Appeals

Students have the right to contact the Office of Student Conduct and/or the Dean of the Warnell School of Forestry and Natural Resources to appeal in writing any sanction(s) imposed by the program.

Academic Honesty Policy

All academic work must meet the standards contained in the University's academic honesty policy (see "[A Culture of Honesty](#)"). All students are responsible for informing themselves about those standards before performing any academic work. The penalties for academic dishonesty include (but are not limited to): award of a failing grade for the course, suspension, notification placed on the student's transcript of having been found guilty of cheating, and expulsion from the university and ignorance is not an acceptable defense. Any cases of academic dishonesty will be reported to the University Academic Policy Panel.

Academic dishonesty includes, but is not limited to,

- Copying the work of others (plagiarizing)
- Tolerating the academic dishonesty of others
- Giving false reasons for failure to complete an assignment or take a test
- Using information that is not appropriately attributed to the source
- Obtaining or giving unauthorized aid on an examination
- Doing work for another program participant
- Having another participant do work for you
- Furnishing false information to any program staff member
- Forgery, alteration or misuse of any document, record, or assessment.

Broadly defined, plagiarism is the presentation of another's work, writings, or ideas as one's own. All published information and materials that are not the student's own work, whether textual or visual, must be cited with a proper source citation. ChatGPT is prohibited unless indicated otherwise. Any information that is not their own and is not cited for its source may be considered a form of plagiarism. Some examples of plagiarism include, copying verbatim, in whole or part, the work of others without properly citing the source; using non-text materials created by others (e.g., charts, maps, photos, illustrations, figures) without proper source citation, using other materials from published websites without proper source citation; and paraphrasing another's work, research, conclusions, ideas with proper source citation. Failure to use proper source citation for information that is not general knowledge or that was not gathered personally is considered a form of plagiarism.

Non-Discrimination and Anti-Harassment Policy

DA believes in creating a fair and respectful environment for all participants on its programs. Students and program staff have the right to be free from discrimination, harassment, and sexual misconduct while on a DA program. UGA prohibits discrimination, including harassment, on the basis of race, color, religion, national or ethnic origin, sex, sexual preference or orientation, age, disability, or veteran's status in all its educational programs and activities, and with regard to employment. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal from a DA program.

Every member of the DA community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. Every DA participant has a responsibility to conduct herself/himself in accordance with this policy as a condition of participation. Furthermore, all program staff must meet certain standards of academic excellence in study abroad, as upheld by their affiliated institutions, and have no prior record of sexual discrimination or sexual harassment. All program staff are individually responsible to inform the DA office if they have any prior record that has been investigated and/or acted upon by current or previous affiliated institutions and to disclose what action, if any, has been taken in this regard.

Unwelcome verbal or physical conduct by a student towards another member of the DA community may constitute prohibited harassment, depending on the circumstances of each case. Unwelcome verbal or physical conduct by one participant towards another may constitute prohibited harassment, depending on the circumstances of each case. Prohibited harassment may be defined as (1) if the conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or of creating an intimidating, hostile or offensive work or academic environment; (2) if submission to such conduct is an implicit or explicit condition of employment or academic success; or (3) if submission to or rejection of such conduct is used as the basis for an employment or academic decision.

In addition, unwelcome sexual advances, requests for sexual favors, or other unwanted verbal or physical conduct of a sexual nature or on the basis of gender may constitute sexual misconduct, depending upon the circumstances of each case. Forms of sexual misconduct include, but are not limited to, sexual harassment (as prohibited harassment is described above), physical assault with sexual intent, sexual contact or intercourse without consent—by means of force, threat, intimidation or victim incapacity. Students on UGA study abroad programs, whether they are regularly enrolled, degree-seeking students or transient or transfer students for a semester or summer are under the UGA Sexual Harassment Policy as established by the UGA Office of Legal Affairs.

Any member of the DA community who is concerned about discrimination or harassment while involved with a DA program should contact the DA office, DA Director, and/or OGE, who will investigate the matter fully. DA will treat inquiries and complaints about prohibited discrimination, harassment, or sexual misconduct confidentially and in accordance with UGA guidelines.

Parental Notification Policy

The Family Educational Rights and Privacy Act (FERPA) has given colleges/ universities the option to notify parents or guardians about specific types of information from a student's judicial record. The Office of Judicial Programs will notify parents or guardians the first time and every subsequent time a student is found to have violated Code of Conduct policies on the use or possession of alcohol or other drugs when he/she is under the age of 21 years.

Program-Specific Conduct Policies

The role of the program staff is to spend their time and energy making the program as great as possible for all students and guests to our program (such as the field staff). When they have to deal with conduct problems (late night noise, students failing to be ready on time, etc.) it seriously distracts from their mission. Also, absences can mean disasters and emergencies, and we need to know where students are and that they are safe. Therefore, we take the following program conduct expectations very seriously. These include:

Curfews for Fiji

Unless approved otherwise by your faculty, students on the Fiji program must be at the program accommodation premises by dusk (unless as part of a scheduled program activity) and are not allowed to leave

the accommodations at night. Students who leave the program or accommodations during the day (e.g., during free time) are to be with at least one other person from the group at all times. Additional curfews may also be in place for these programs as announced by your faculty.

Conduct in the Field

Students must follow the instructions of staff exactly and promptly when in the field. Do not decide, for example, you know more than staff or guides do about where or when it is safe to hike or snorkel. Failure to follow instructions that incur actual or likely physical harm to self or others or result in time wasted by the staff or other students may, at the discretion of DA, be grounds for dismissal from the program. DA operates environmentally conscientious programs, and we expect all students to

- Stay on trails and practice good trail etiquette
- Avoid interaction with wildlife – it disrupts and stresses animals. Do not hold, touch, or feed any wild animals
- Reduce waste and recycle
- Stay with a buddy

Housing Policies

Students will remain in program-sponsored accommodations throughout the program and are not permitted to switch rooms without prior approval of faculty or to upgrade/purchase other rooms either in the same accommodations or at a different accommodation. Refer to program-specific itineraries for accommodation details or contact DA directly for more information.

Travel Policies

Students will travel throughout the program as a group and in program arranged transport modes only. They are not permitted to invite non-program participants to travel with the group, hitchhike, or upgrade/purchase tickets in other modes of transport without the prior approval of faculty. Occasionally, the program may use travel in public transport such as airlines for domestic travel in-country but mostly travel arrangements will be exclusive to the program. Refer to program-specific itineraries for travel details or contact DA directly for more information. The majority of study abroad related accidents are travel-related (road accidents) and students are advised to be very careful and exercise caution while crossing roads and traveling in general.

Prescription Drugs

Students must note that once the participant has disclosed their medical history and medications (on the health form – and we encourage all participants to do that for their own health and safety) their program participation is contingent upon them taking their prescribed medications during the time on the program. Beginning or discontinuing prescription medication without the advice of a medical practitioner will result in jeopardizing the health and safety of the participant and others and can be grounds for dismissal from the program. Please note that some prescriptions that are legal in the United States may not be legal in other countries – if you bring prescription drugs with you ensure that they are legal in the destination country.

It is preferable that you obtain and carry on the program a signed letter from your physician indicating all the medications you are currently prescribed. All prescribed medications should be kept in their original dispensing container with your name listed on the label.

Academic Procedures and Accommodations

Assignment of Grades

Please refer to the respective course syllabus for assignment of final grades. Individual instructors of each course have the right to develop and use their own grading system and standards. Grades will be released at the end of the term the program occurs in (i.e., Winter Break is a Spring program, so grades are released in May; Maymester is a Summer program, so grades are released in August.)

Extra Credit

There is no extra credit for any courses.

Surveys

A pre-test (Version A) and post-test (version B) survey will be administered at the beginning and end of the programs, respectively (except for Fiji add-on). The survey is a voluntary academic exercise – should you elect not to participate, the alternate assignment is a 500-word (+/-10% word limit, Arial 10-point font) essay

Survey A: “What are your academic and personal expectations regarding the program that you are about to embark upon?”

Survey B: “What were the most significant learning outcomes from the program for you and what experiences contributed to that?”

Academic Appeals

Students have the right to appeal academic decisions. Usually, at UGA, the appeal goes first to the faculty members who assigned the grades. All grade appeals must be initiated within one calendar year from the end of the term in which the grade was recorded.

Evaluation of Instructional and Program Effectiveness and Quality

Regular evaluation is important to help us develop a quality program that addresses everyone’s objectives and needs, ours and yours. Both informal and formal evaluations will be done, and we ask for everyone’s cooperation in these activities.

Lecture Notes/Powerpoint Outlines

One of the goals of our program is to increase and reinforce student note-taking skills. Good note taking in class, on field trips, and discussions will be crucial to answering module questions well and will enhance your overall academic experience. As our goal is to help students develop these skills, we therefore do not provide lecture notes or power-point outlines for students on this program. Instead, read and apply the tips on active listening and note taking in the Appendix.

Packing

Mandatory Packing List

PACK LIGHT! The following list contains items that previous students have recommended to bring with you to our programs. This is not an exhaustive list, and there may be other personal items you wish/need to bring. Make sure to bring enough clothes to last you at least 1 week. Additionally, as you read the list, you may find

that you, personally, would not need an item on the list. Consider this carefully before rejecting this advice, but ultimately, packing is your own choice.

- One large bag (duffel bag with wheels or suitcase; **two bags will not be permitted**).
- Small to medium-sized daypack (water-resistant and big enough for an overnight stay but small enough for a day hike). Students typically bring a backpack they have used for class in the past.
 - Note: Fiji-only students will only need this luggage. Ensure that it will fit several days' worth of clothes and toiletries.
- Notebook and/or clipboard for taking notes in class and the field; pens, pencils (be prepared to take notes in the rain or sunshine, in the field or classroom – water-resistant paper and pens/pencils do exist). Students often use their phones for this purpose but do ensure that you protect your valuable electronic devices against the weather.
- Electronic (or hard) copies of destination details, program itinerary, flight itinerary, and insurance (travel and medical).
- Two reusable water bottles, one liter size
- Personal first aid kit (see “Health and Safety” section below)
 - Recommended: band-aids, antihistamine, anti-inflammatories, anti-diarrhea medication, anti-bacterial ointment, disinfectant, tweezers, insect repellent, pain reliever, Dramamine (for motion sickness), ear drops and decongestant (for snorkeling and optional diving), safety pins, blister pads and a compression (ACE) bandage.
 - Each group will also have a medical kit, but it will not include medications so please bring cold medicine in the case that you get the sniffle
- Sun protection (sunscreen, sunglasses, brimmed hat, ChapStick, etc.).
- Insect repellent (with Deet) (for mosquitos on all programs, and for sandflies in New Zealand).
- Waterproof Hiking Boots (you will get muddy)
 - Walking shoes: sneakers and/or Chacos/Teva's (a walking/hiking/trail/running/around-town combo shoe will work - go for comfort, support, tread/grip, and water-resistance). Most students take hiking sandals and either sneakers or hiking boots.
- Rain jacket and rain cover for your backpack (must be water and windproof, e.g., Gore-Tex).
- Warm jacket (such as a fleece to go under your rain jacket)
- 2-3 pairs of hiking shorts or pants (depending on climate), suitable for rainy weather.
- 1-2 pairs of nice pants/jeans/khakis (and/or skirts for females) for city wear (unnecessary for Fiji).
- 2-3 pair of sweatpants (or cold-weather hiking pants) or 2-3 pairs of leggings for females. Can wear leggings under hiking pants as base layer.
- 1-2 nice shirts for city wear (unnecessary for Fiji).
- Swimwear 1-2 pairs.
- Underwear and socks (1 pair of wool recommended), (10-12 pairs total, enough for 1 week between washes).
- 3-4 shirts (or t-shirts) for field (think layering for colder days) (polypro for cool climates and t-shirts for warm climates are recommended).
- Nightwear (you are sharing a room!).
- 1 large travel towel (microfiber travel towels are recommended for compactness).
- Travel sized toiletries (consider hand sanitizer). You can refill these in hotels along the way
- Pillowcase or laundry bag (for dirty laundry, hiking shoes, etc.). You will get muddy so having a bag to place dirty shoes/laundry in is necessary. You can use a reusable shopping bag as well.

- Complete supply of all medications and copy of prescriptions, in prescribed containers (ALL medications should be in their original containers).
- Extra set of eyeglasses/contacts (solution is available in-country).
- Credit and/or debit card
- Insurance cards
- Passports (and any necessary visas if they are based in your home country, are not electronic).
- E-copies of important documents (i.e., debit cards, credit cards, insurance cards, passport, airplane ticket, emergency contact information).
- Electrical outlet adapter (AU/NZ/FJ-to-US or UK-to-US, as necessary).
- Laptop computer with required software (Adobe Acrobat and Office) and its power cord
- e-Book (where specified in the syllabus) and other course materials downloaded from eLC and available offline.
- 3-4 reusable grocery bags or totes (we will purchase groceries from supermarkets en route and can be used for laundry)
- Plastic (reusable) cup (for drinks, coffee at coffee shops, or use as a bowl), plastic sandwich container (i.e., Tupperware), and spork (fork, spoon, and (preferably) knife combined).
- Travel pillow
- Copies of vaccinations, including covid-19 certificates (where required for travel/entry to destination)

Mandatory for Australia (Maymester and Summer)

- Hat and gloves (for evenings in Outback/) It gets very cold at night here!
- 1-2 pairs of nicer (not fancy) city clothes (for Sydney and Noosa) You will want to dress cute! – evenings may be cool in their late autumn

Mandatory for Fiji

- Sulu - Everyone will need one (females can bring a long, below the knee skirt). Sulus can be purchased locally in Fiji on the first full day of the program.
- No tank tops or spaghetti straps in local villages. Ensure you have shirts with shoulder cover (t-shirts are fine)
- Inexpensive gifts for homestay families such as children's coloring books, reading glasses (1.5 or higher), warm socks, pretty fans, nice soaps, etc. Try to think of things that would be useful for families with limited resources
- Life Straw (**Discover Abroad does NOT provide this for you**)

Mandatory for New Zealand

- Gloves, wool hats, long sleeves/layers, and wool hiking socks (May mandatory and Spring Semester recommended). **It is really cold in May!!!!**
 - Pack layers NOT a heavy coat

Optional Packing List

- Flashlight or headlamp (you may only use this a few times and it is less useful for our programs in December to April or for the summer program to the UK, where sunlight hours extend through the evening) (your phone is another option for this)
- Combination locks for your luggage (airport TSA compliant for checked luggage)
- Polarized sunglasses
- Portable powerbank to recharge devices on the go
- AirTag (or similar)

- International phone plan (recommended to purchase SIM card abroad if cell service not guaranteed by US company)
- Earplugs (for sleeping)
- Rash guard (for Australia and Fiji reef swims) This will help prevent coral burn!
- Binoculars
- Set of playing cards
- Small purse or bag (for females) for city
- Disposable underwater camera (less expensive in the U.S.) or consider a waterproof digital camera case (for Australia and Fiji only)
- Extra memory cards for camera (and USB key drive)
- Laundry detergent sheets. (sufficient for 1-2 loads per week) or purchase abroad
- Movies (specific to the country(ies) that you are visiting, only); e.g., Finding Nemo (for Australia), Whale Rider (for New Zealand), etc.; the more eclectic the better (to share with others)
- Collapsible walking stick/trekking pole for negotiating uneven ground
- Small sewing kit
- Scuba Certification Card if scuba certified
- Doctors Note for scuba diving – if you have any outstanding medical conditions and wish to partake in the optional discovery dive, please bring a doctor's note clearing you for participation. See this link for more information: <https://ladyelliot.com.au/safety-information-divers/>

What Not to Bring

- Valuable jewelry or other precious items.
- Most electronic appliances. In the U.S., we use 110-volt alternating current; however, other countries use a different system. If you try to use an American shaver, iron, or hair dryer (or any hair appliance), the high voltage will overheat and destroy the appliance and could shock you or start a fire. We recommend that you do not bring any such appliances. Laptops and phones can be charged with an adapter and do not require a change in the AC.
- Heavy coat. It might keep you warm a few days, but you will sweat the rest of the time, and it will eat up a ton of space in your luggage. If you feel like you are going to be cold, **pack extra layers** instead of a heavier coat.
 - Self-defense key chains, pepper spray, tasers, small knives, etc. (these are illegal in many abroad countries)
 - Greek (fraternity/sorority apparel). I was in a fraternity and remember proudly wearing Greek swag. This is not the trip for that. Some of the cities we visit expect to have large numbers of American students come through during the time we will be visiting. Things that make it obvious you are a student traveling abroad make you a target. Any university apparel can draw attention, but Greek life shirts seem to draw particular attention. I strongly encourage you to minimize those items on the trip and avoid wearing them when we are in larger cities or towns

Luggage

You must be able to carry your luggage between destinations (i.e., airports, coaches, accommodations), and all students' luggage must be able to fit on group modes of transportation. As such, we have limited the amount and type of luggage that you can bring on the program to the following:

- One checked bag that weighs no more than 20kg (44lbs) (weight-limit set by domestic airlines abroad). Former students recommend a duffel-type bag with wheels and good straps as your checked bag; alternatively, a large backpack or one suitcase with wheels will also be suitable.
- One carry-on. The recommendation is for this to be a bag like your school backpack, for class items, day hikes. This carry-on should also be large enough, though, to pack several days-worth of clothes

and toiletries for time periods in which you may be without your full luggage. You may be able to get away with clipping shoes or a pillow to the outside of your carry-on to save space.

- One personal item. A small bag or item that you want to protect (e.g., laptop, camera).

Make sure that you include your passport, any visas, tickets, prescription medicine, glasses, money, and any other official documentation, in your carry-on luggage. You may also consider packing a change of clothes in your carry-on, should your checked bag get lost.

Take time to pack the correct items in both your carry-on and checked bags (see below): you will likely only need half of what you think you'll need. Review the airline/airport requirements regarding checked luggage. As you pack, also keep in mind any souvenirs you may acquire as they add weight, so you need adequate space to accommodate them! There will be opportunities for you to wash clothes along the way, so you will need fewer outfits than you think.

Check your departure and arrival airports for safety and security information about what you need to do upon arrival/departure and for information pertaining to duties and customs declarations. Know especially when you will need to pick up your luggage from baggage claim and recheck it or carry it through a security checkpoint. Within various countries, know what you can and cannot bring into the country – smuggling can be a serious offense leading to imprisonment. New Zealand, for instance, has very strict biosecurity protocols. Keep a close eye on your bags, keep them in your possession when possible, and know where they have been at all times. And last: under no circumstances should you ever take anything from, or hold anything for, anyone who asks you to do so.

It is wise to consider, while packing, to prepare an inventory list of items packed in checked luggage (to keep digitally or in your carry-on luggage) in case your baggage is lost or stolen, and you need to file an insurance claim. Also, be sure to attach identification tags with your contact details to both your check and carry-on bags. Consider purchasing an e-tag (e.g., *AirTag*) for checked and/or carry-on luggage.

Climate and Weather Conditions

DA programs include time spent in cities and/or in formal events and you may want to bring nice clothes for such activities; otherwise, for all other travel and field destinations, comfort and function are more important than style. You will want to pack in a way that is comfortable to you, so it is best to understand the climate at the locations you are visiting prior to reading the mandatory packing list below.

In general, be prepared for both sun and rain, cold and hot, and city and rural environments. Check the weather forecast for the country that you will be visiting and the typical temperatures for the time of year that you will be there. Remember that temperatures can change very quickly depending on how exposed you are to the environment – for example, if you have just got out of the water, the wind will feel much cooler than before you went in.

Australia

- Southeast Queensland: Coastal areas are generally warm/hot all year around, and casual tropical clothing is appropriate. However, the Outback (including our visit to Carnarvon Gorge) can be cold at night, though hot during the days. Therefore, bring one warm polar fleece/sweater for the Outback. Average highs in May (December) range in the upper 70s to low 80s (mid 80s to low 90s), average lows range from 50s to 60s (70s) with an average of ~3 (~5) inches of precipitation. For the Spring Semester program in March, the outback can get quite hot with temperatures in mid 80s to 90s and lows in the 70s.

- Northeast Queensland: Cairns is generally warm/hot with highs in the mid- to high-80s/90s and lows in the 60s. Summer clothing is appropriate in Far NE Queensland.
- Sydney: In May/June (Fall in the Southern hemisphere), Sydney is typically in the 60s during the days and around 50F at night; while in December, the city is in the low 80s (day) and low 60s (night). Most of the time, city clothes will be fine, though some outdoors clothing will be appropriate for the field activities.
- For all programs in Australia, you will spend some time in cities, so bring some city-wear clothes.

Fiji

- It can rain a lot in Fiji, especially on the Eastern side. Bring a light rainproof jacket and favor waterproof, closed-toe shoes. Otherwise, casual light clothing is recommended. (You will need a sulu for the homestay – which can be purchased in country for about \$10.) Average highs in Nadi during May – July range from 83 to 86F, average lows range from 65 to 68F with an average of ~3 inches of precipitation.

Hawaii

- The Eastern side of the big island (Hawaii) can be wet, especially around Hilo; in contrast, Kona is typically dry. Temperatures range from high 70s to mid 80s in the winter, but rarely fall below 65F.
- It will be very cold at Volcanoes and Mauna Kea national parks in the evenings, so bring a warm (but not heavy) jacket, hat, fleece pants/leggings, and gloves (remember to layer clothes to keep warm)

New Zealand

- Weather in New Zealand can change drastically (four seasons in any day of the year is not unusual). Expect it to be cool in May (which is late fall/early winter in New Zealand), cold in the mountains, and often windy. However, summer is not guaranteed to be hot in New Zealand either (and remember we are visiting glaciers).
- Average highs in Queenstown during May – June are in the 50s, lows in the 30s with an average of ~2 inches of precipitation. Generally, warmer in March, but not always and sometimes it can be hot and dry!
- If you spend money on one good travel item, make it a good rainproof and wind-resistant jacket, such as made of Gore-Tex and with taped seams.
- A layering system is highly recommended to stay comfortable in very changeable conditions (ranging from cold to hot).
- You will spend some time in cities, so bring some city-wear clothes.

United Kingdom (England and Scotland)

- It can rain a lot in the UK at any time of year. If you spend money on one good travel item, make it a good rainproof and wind-resistant jacket, such as made of Gore-Tex and with taped seams. A layering system is highly recommended to stay comfortable in very changeable conditions (ranging from cold to hot).
- Weather is unpredictable at any time of year, but in the summer it is generally pleasant but it can be cooler or it may be warmer (usually varying between 65 – 80F).
- You will spend some time in cities, so bring some city-wear clothes as well as hiking in remote areas so bring shoes that you are comfortable hiking long distances, rain or shine.
- You will need to bring wool gloves and a hat.

What Not to Bring

- Valuable jewelry or other precious items.
- Most electronic appliances. In the U.S., we use 110-volt alternating current; however, other countries use a different system. If you try to use an American shaver, iron, or hair dryer (or any hair appliance), the high voltage will overheat and destroy the appliance and could shock you or start a fire. We recommend you do not bring any such appliances. Laptops and phones can be charged with an adapter and do not require a change in the AC.

Getting Money While Away

Inform your bank and credit card companies prior to departure from the United States you will be traveling abroad and using the debit/credit card. Give them the dates of your visit to each country so that they have it on record. At times credit cards and ATM cards have been blocked after transactions abroad because the company assumed it is a fraud transaction. It is a hassle to unblock these cards when cell service is limited.

Debit Cards

When cash is needed (rarely except in places like Fijian villages for the church and/or markets), debit cards are probably the best way to get cash overseas – ATMs are widely available in major cities and many towns. The only time that you will need cash over a debit or credit card is for use in machines (like laundry services) where coins are required.

A debit card is excellent for international travel because it allows you to withdraw money from your bank account in the United States in the currency of the host country at that day's exchange rate. Debit cards with Visa, MasterCard, Cirrus or Plus signs are the most widely accepted. There is likely to be a transaction fee for using ATMs abroad, so be sure to call your bank and check on the fees charged per transaction. There are options for debit cards that will reimburse you for ATM fees (e.g., Charles Schwab).

Credit Cards

Credit cards are useful for all types of purchases, and all students are required to possess a credit card that has their name on the front and their signature on the back. Most major credit cards are honored abroad (i.e., MasterCard or Visa – less so American Express, and likely not Discover Card).

When you use a credit card, the credit card company makes the exchange rate calculation for you, reflecting the exchange rate on the day your credit card transaction is processed. If you pay in local currency (i.e., don't accept the US\$ equivalent), you will most likely pay less in the exchange rate conversion. Regardless, you will be billed in U.S. dollars on your statement, and sometimes you will see the foreign exchange conversion listed as well. Check with your card company about exchange rate fees.

Internet

Internet is generally available at most (though not all) DA accommodations abroad. Be prepared to be offline for at least some of the time.

Telephones and Cell Phones

Your US cell phone company will likely have international plans available. Alternatively, if you have an unlocked phone that is capable of having its SIM card exchanged, you can purchase a SIM card abroad at the destination airport for a reasonable price or create an ESim with your phone carrier.

To call the U.S.

Dial the international access number below then the area code followed by the 7-digit number

From Australia	00111
From Fiji	001
From New Zealand	001
From UK	001

To call from the U.S

Dial 011 (international access) plus the country code and then the number (without the first zero)

Country codes:	Australia (61)
	Fiji (679)
	New Zealand (64)
	UK (44)

Be sure that you check the time difference before you start calling overseas! The time difference from the U.S. varies depending on whether each country is on or off daylight savings. Time differences from Eastern Standard Time (EST), depending on daylight savings are as follows:

- New Zealand is 16-18 hours ahead
- Fiji is 16-17 hours ahead
- Hawaii is 5 hours behind
- Queensland Australia is 14-15 hours ahead
- UK is 5 hours ahead

Practically speaking this means that, for example, if you are in New Zealand at 9am on January 3, it will be 3pm on January 2 in Athens, GA. Check the [World Clock](#) if you are uncertain about the exact time difference at the time of your visit.

Health and Safety

Before you travel abroad, it is worthwhile to take a close look at the many factors that contribute to your physical and emotional wellbeing. A trip abroad will almost certainly affect your health, because so many factors of your daily health are related to your lifestyle and environment. Conversely, the state of your health will have a significant impact on the success and enjoyment of your trip. In study abroad, as in other settings, participants can have a major impact on their own health and safety abroad through the decisions they make before and during the program and by their day-to-day choices and behaviors. Refer to the Appendix for NAFSA's guide to "Good Practices for Health and Safety."

It is strongly recommended that you have a medical and dental check-up before departure. A visit to your family physician, gynecologist, and dentist is recommended and might prevent emergencies abroad. Update your health records, including eyeglass prescriptions and regular medications. If you are taking a prescription medication carry a supply with you sufficient to last the whole trip. If you self-inject prescribed medication, you should carry needles and syringes with you. You'll need a physician's prescription for medication and medical supplies you carry with you to pass through foreign customs. Take e-copies of all medical records, prescriptions in generic form, prescriptions of eyeglasses/contact lenses and pertinent information. If you expect to need regular medical care abroad, take a letter of introduction from your physician at home, providing

details of your medical conditions, care, and specific needs. Note that some prescriptions legal in the US may not be legal overseas – always check with your doctor and a reputable travel clinic.

The Travel Medicine Clinic at UGA provides international travel consultations for students and we recommend that students visit the Clinic to get information on vaccinations and health requirements before travel overseas (especially if it includes travel to remote places such as in Fiji). Information is provided on general health risks of travel, risks of contracting diseases related to international travel and methods of prevention including vaccinations. The clinic also provides vaccinations against common diseases on a fee basis. Total charges will vary based on the number of vaccines needed. Call 706-542-5575 for appointments and fee information. Appointments are necessary and students are asked to schedule at least 6 weeks prior to departure.

We recommend every student pack and carry a personal medical kit (refer to packing list). Also pack regular medications (Epi pens, inhalers) and any other routine health and medical products you think you may need or brands that you like. Make sure to take all prescription medicine with you and in prescription packaging as you may encounter trouble with customs if you try to have medicines sent once you are abroad or carry them in non-prescription containers. A group medical kit (with basic/minimal supplies) will also be available on every program.

Students who are currently, or have utilized mental health services in the past, should contact the UGA Counseling and Psychological Services (CAPS) before going abroad. The [UGA CAPS](#) office should be advised as to your needs in case a telephone consultation is required while abroad.

Going abroad is not a magical "geographic cure" for concerns and problems at home. Emotional health issues will follow you wherever you go. If you are concerned about your use of alcohol and other controlled drugs or if you have an emotional health concern, you should address it honestly before making plans to travel. Contrary to many people's expectations, travel does not minimize these problems; in fact, it often exacerbates them to a crisis stage while you are away from home. If you have existing alcohol or drug-use issues, contact the University Health Center for support and referral. Alcohol issues need to be addressed pre-departure as they can severely affect your health, learning, ruin your and other's trip, and place you at risk for dismissal from the program. (Use and abuse of alcohol and drugs abroad increases the risk of accident and injury. Many study abroad accidents and injuries are related to the use and abuse of alcohol and drugs abroad.) The [UGA alcohol and drug conduct policies](#) apply to study abroad programs, including this one, and alcohol and drug-related misbehavior can result in dismissal from the program.

While Abroad

The first thing that students and parents/guardians should do before traveling anywhere is to check with the U.S. Department of State's international travel information website (travel.gov) where you will find the Consular Information Sheets for the program destinations (see also the Appendix) and other travel information (such as important information about your host country). We strongly recommend that you confirm that your travel plans have been correctly registered with the State Department. The "[Smart Travel](#)" section of the State Department website also has useful information and tips to help keep you safe and prepared while overseas.

The second thing to do is check with the Center for Disease Control (contact details below) for immunizations and health checks for the specific country that you will be visiting. We assume that all students have read and are familiar with the information contained in this Manual. The Center for Disease Control has previously recommended Hepatitis A for anyone traveling outside of the U.S. Information on vaccinations and other health precautions, such as safe food and water precautions and insect bite protection, may be obtained from the Centers for Disease Control and Prevention's hotline for international travelers at 1-877.FYI.TRIP (1-877-394-8747); fax 1-888.CDC.FAXX (1-888-232-3299), or via the CDC's website at [Travelers' Health](#). In addition, the CDC strongly recommends taking steps to prevent contraction of malaria. For information about outbreaks of

infectious diseases abroad, consult the World Health Organization's website at [WHO | World Health Organization](#). Further health information for travelers is available at [Travel advice](#). Please note that the programs often involve activities that may be physically challenging for some students, (e.g. kayaking, hiking, and snorkeling). If you have any doubts about your ability to participate, or if you feel uncomfortable about participating in any program activity, please consult your faculty or a DA staff member at the earliest possible convenience. Participants must take responsibility for their own actions and for preparing themselves adequately for all outdoor activities.

Special Note on Fiji

The Director of Medical Services at the University of Georgia Health Center provided the following information. Fiji has many infectious diseases, most notable include typhoid fever, dengue fever, and leptospirosis. Typhoid is generally the result of inadequate public health measures, water and food contamination and is always a risk in Fiji. All water sources in the Natewa Bay and Buca Bay area carry *Salmonella typhi* and *paratyphi*, which causes disease and is passed by fecal-oral route. Cases of typhoid continue to be reported throughout Fiji. Typhoid vaccination is now, and has been for years, recommended for all travelers to Fiji. Extreme food and water precautions are recommended. Additionally, Hepatitis-A, Influenza vaccinations are recommended for all travelers going to Fiji as well as the routine immunizations required of all UGA students at matriculation.

Gastrointestinal distress and dehydration are a risk in Fiji, and it is recommended that you do not drink or brush your teeth with tap water and that you drink bottled or filtered water throughout the program and regularly to stay hydrated. Travelers should carry loperamide and/or a quinolone antibiotic for presumptive self-treatment of diarrhea if it occurs.

Dengue fever occurs throughout Fiji and daytime insect precautions are recommended. No endemic malaria has been reported. Leptospirosis organism infects a variety of both wild and domestic mammals, especially rodents, cattle, swine, dogs, horses, sheep, and goats. They excrete the spirochete into their urine and contaminate soil and water. Humans are incidental hosts and often acquire the disease when swimming in "fresh" water ponds or lakes. This is worse after local flooding which often occurs in Fiji. Students should not swim, bathe or otherwise recreate in freshwater areas in Fiji (or most places). Lepto can be severe, fatal but is usually mild. It may present as fever and diarrhea and is usually treated with simple antibiotics such as doxycycline or amoxil.

Fiji is currently malaria-free but does have some mosquito-borne diseases, especially dengue fever, and it is recommended that you at wear a mosquito repellent containing DEET and long sleeves especially in the early evening. Ross River fever virus is spread by mosquitoes, especially during daytime. This virus is present in northern and eastern Australia including Cairns and Sydney, Papua New Guinea, Fiji, and the southwest Pacific Islands. Cases have been reported among tourists. Symptoms include arthritis, especially in the knees, ankles, and wrists. Joint pain persists for more than one year in 50% of cases and headache and depression in 25%, especially in the elderly.

Ciguatera poisoning is prevalent and results from eating reef fish such as grouper, snapper, amberjack, and barracuda. The toxin remains even when fish is well cooked and can cause heart problems and death. Because of risk of ciguatera food poisoning it is also recommended you do not eat some species of reef fish, especially snapper, barracuda, and grouper.

On the Fiji program students are not permitted to leave the program accommodations after 6:00pm and during the day they must be in groups of 4 or more at all times. Suva especially can be a dangerous city and robberies and muggings can be common.

Marine hazards include corals, jellyfish, sharks, sea urchins, sea snakes. Heed posted warnings at organized beaches, and do not bathe at unmarked, unpatrolled beaches.

Emergency Numbers

Fire, police and ambulance

Australia	Dial 000
Fiji	Dial 000/917 (police) and 911 (fire and ambulance)
Hawaii	Dial 911
New Zealand	Dial 111
UK	Dial 999

Medical Treatment and Services

Medical Facilities and Services in Australia, New Zealand, and UK are generally of a high standard. Doctors are available in most places, and pharmacists may provide medical advice and assistance as is typical in the U.S. For minor problems, we recommend you seek the advice of a pharmacist first. In all programs there are rural aspects and/or outer islands where there is no immediate emergency medical facility available, but some staff at the accommodation may be trained in advanced first aid. In emergency cases, it is possible to arrange medical evacuation (necessary evacuation is normally covered by the medical insurance provided from all students: see the travel insurance section). Refer to the Destination Details in the application packet for location and contact details of medical facilities.

Medical and Evacuation Insurance

As part of the program fee, each student and faculty/TA will be covered with the supplemental UGA study abroad insurance through Cultural Insurance Services International (CISI). This insurance is supplemental to any regular personal medical insurance: do not cancel your regular insurance! This policy provides travel insurance benefits for individuals traveling outside of their home country. This policy does not constitute comprehensive health insurance coverage (often referred to as “major medical coverage”) and does not satisfy a person’s individual obligation to secure the requirement of minimum essential coverage under the [Affordable Care Act \(ACA\)](#).

Responsibility for medical treatment of pre-existing conditions is the sole responsibility of the program participant. Make sure that the DA office is aware of any special condition that you have that could manifest itself while you are abroad.

We also strongly discourage participants from engaging in any high-risk, or potentially high-risk, activities – some, or all of which, are not included in your insurance coverage. These include, but are not limited to, bungee jumping, skiing, sky-diving, mountain climbing, contact sports, paragliding, parachuting, scuba diving, driving a motorized vehicle, hitchhiking, hang gliding, riding in private airplanes, ice climbing, technical climbing, white-water sports, and swimming where there are strong currents, etc. and we ask that you check with your own insurance provider to determine your level of coverage for such activities. Medical insurance provided through the DA program is a form of secondary insurance and will not cover these and other high-risk activities. Please know that if you decide to participate in such activities, you do so at your own risk.

Have an e-copy of your insurance card with you at all times. You will most likely need to pay upfront for any services and file for a refund from your insurance. Thus, you need to be prepared with a means of payment accepted at your destination (credit card, emergency traveler’s checks, ATM card, etc.). Save all receipts and

treatment forms from the doctor, preferably translated into English. Detailed information about the supplementary insurance and how to file a claim can be found at StudyAway.uga.edu

We also strongly recommend that you purchase private travel insurance to cover loss of luggage, equipment/laptops, cancelled/missed flights, missed/cancelled program, etc. In the event that you cannot attend a program (for example, with a medical emergency or U.S. State Department Travel Warning) such insurance can cover any loss of program fees resulting from a canceled program. Some options for insurance include Trip Protector offered by HTH Worldwide Insurance ([HTH Worldwide](#)) and Student Trip insurance offered by the International Medical Group ([BETINS](#)). Once in the country, you may need to pay upfront for any services and file for a refund from the insurer.

Covid-19

All questions regarding covid-19 related travel (including vaccinations, insurance, travel requirements, etc) should be directed to the UGA Office of Global Engagement.

Medical and Immunization Information

All student international travelers are strongly encouraged to consider the medical aspects related to travel including acquiring travel related medications and updating any routine immunizations which may have lapsed after matriculation. Individuals attending non-Georgia schools should ensure they have current MMR, TDaP, Hepatitis B and Chickenpox vaccinations which are admission requirements for schools operating under the Georgia Board of Regents. Hepatitis A is recommended by UGA physicians for all international travelers regardless of your destination.

Additional immunizations might be warranted based upon your travel plans. The [Centers for Disease Control and Prevention](#) (CDC) has an International Traveler's Hotline (404-332-4559) where, by punching in the country code of your host country, you can get recorded information on vaccinations, food and water, and current health problems.

The UGA Travel Medicine Clinic at the University Health Center provides personalized international travel consultations for students, faculty, staff and the general public. Information is provided on general health risks of travel, risks of contracting diseases related to international travel and methods of prevention, including vaccinations. The clinic also provides Yellow Cards and vaccinations against common diseases such as MMR (measles/mumps/rubella), influenza and Hepatitis A and Hepatitis B. The clinic can provide prescription medications related to travel such as malaria prophylaxis, altitude medications and contingency antibiotics. This is a fee-per-visit service. Total charges will vary based on the number of vaccines needed, and must be paid by the individual traveler. Appointments are necessary, and students are asked to schedule at least 6 weeks prior to departure. Call 706-542-5575 for appointments and fee information or visit [Travel Clinic - University Health Center](#)

Visit Travel Health Online, a free on-line service, to review Destination Information including the health risks in your host country. See [here](#).

AlertTraveler

[AlertTraveler](#) is a mobile app extension of the UGA StudyAway Portal and is available for students to download. Students will not be able to register the app until after acceptance to a UGA Program. The app enables students to receive real-time country information and safety alerts straight to their mobile device. In addition, UGA can quickly issue check-in requests to students, allowing them to indicate whether they are safe

or need assistance at the tap of a button. Follow the instructions in the app to register. For questions, contact: StudyAway.help@uga.edu

Dispensing and Receiving First-aid Supplies and Medications

The first-aid kit has basic medical supplies; for example, it does not contain an epi-pen, defibrillator, or oxygen, etc., nor does it contain any medications. We strongly recommend that you bring your own personal medical aid containing any medications you may require.

Tips for Healthy Travel

Eating healthy foods, drinking purified water, sleeping properly, and wearing sunscreen and insect repellent will be the best course of action to keep you healthy. Generally, because Australia and New Zealand are such healthy places, you will mostly be dealing with similar types of health problems as you would traveling in the U.S. Eating and sleeping properly and wearing sunscreen and an insect repellent will be the best things to do to keep yourself healthy.

The University of Georgia Travel Clinic is the best resource for educating yourself about diseases and general health problems in the country you plan to visit. They will help you by recommending immunizations, precautionary medical information, tips on safe travel practices and how to access emergency medical care over and beyond what is provided in this manual. During your consultation, you will obtain a report about health issues in the area of your travel and resources about your health maintenance while traveling. It is recommended that you take with you your most recent immunization records so that you will obtain the very best care. Appointments should be made 4-6 weeks prior to travel to insure adequate time for immunizations and preparation. Most appointments are for 30 minutes.

Fiji is also generally healthy as they are free of many of the virulent tropical diseases and pests (particularly, there is no malaria), but preventive measures against insect bites and food and water-borne illnesses are necessary (which means, don't drink water from the faucet!). **Only drink bottled or filtered water in Fiji.**

Always be aware of the dangers and responsibilities of travel. Traveling may give you a new sense of freedom and a false sense of the security of your new environment. It is therefore important to be aware of your environment and take necessary measures to ensure your safety at all times. You will also be using a variety of public modes of transportation, and you may not be aware of local rules (e.g. where it is safe to walk, swim, hike, etc.). Risks associated with areas of high crime, night travel, swimming in oceans, rivers and other waterways, driving motorized vehicles, overindulgence in alcohol and drugs, etc. exist everywhere. Consider storing passports and other essential items in hotel/hostel safe boxes (a money belt is often a good idea). Carry some form of ID with you at all times (including contact information at home and in the foreign country). Be aware that the programs travel to some remote locations, where there is no immediate emergency medical facility available.

Exercise the same precautions you would as a tourist in any U.S. city or town but also be aware that the cues you may typically exercise in places that you are familiar with will likely be very different in unfamiliar places. Be aware of local laws; always remember that you are in a foreign country and that the rules and regulations that exist in the US may not apply. Most incidents resulting in injury or death of students while studying abroad are reported to involve:

- Travel/traffic accidents
- Use and abuse of alcohol or drugs (according to State department statistics, one-third of Americans arrested abroad each year are imprisoned on drug charges). Drug penalties abroad may be severe and harsh and often there is very little that the US consulate can do to get you out of jail

- Sexual harassment and assault
- Crime/petty theft
- Mental health issues/stress
- Diseases and illnesses that exist in the host country

Some of the Most Common Ailments

Sunburn

Burn times in the South Pacific especially are far, far shorter than in the U.S. and northern hemisphere (for atmospheric reasons). It is highly recommended you wear sunscreen, reapply it regularly, and wear a hat in the sun at all times. As with all hot climates, remember to keep hydrated.

Stomach trouble

As we travel a lot in this program from place to place, you will be eating new foods, enjoying meals in many different places, and often will be using public bathrooms. The most likely health problem you will thus have is a stomach upset. To reduce this, we recommend the following:

- Wash hands thoroughly and regularly with soap and water
- Use a hand sanitizer as well as (not instead of) washing with soap and water. The most effective over-the-counter hand sanitizer contains 60-62% alcohol.
- The most at-risk foods include raw foods of animal origins and raw fruits and vegetables; but recognize that generally food is as safe in Australia, New Zealand and UK as it is in the U.S.
- In Fiji, you may hear that it is ok to drink the tap water, but don't! Stomach upsets can wreck a short trip. We recommend you do not drink tap water unless it has been boiled, filtered, or chemically disinfected, or use bottled water. Do not have drinks with ice, and do not brush your teeth with untreated tap water.
- In Fiji, there are additional risks with foods. Do not eat fruits or vegetables unless they have been peeled or cooked. Avoid cooked foods that are no longer still hot. Cooked foods that have been left at room temperature are particularly hazardous. Avoid unpasteurized milk and any products that might have been made from unpasteurized milk, such as ice cream. Be careful with food and beverages obtained from street vendors. Do not eat raw or undercooked meat or fish. Some types of fish may contain poisonous bio-toxins even when cooked. Barracuda should never be eaten. Other fish that may contain toxins include red snapper, grouper, amberjack, sea bass, and a large number of tropical reef fish.

Common symptoms of food-borne illness include nausea, vomiting, abdominal cramps, and diarrhea. Usually, the best first response is to limit food intake and focus on oral rehydration with clear liquids, especially oral rehydration salts, which is often beneficial to replace lost fluids and electrolytes. Most diarrhea does not require antibiotics, but in all cases re-hydration is necessary. You should consult a doctor if

- A high fever of 101-5°F
- There is blood in your stools
- There is prolonged vomiting that prevents keeping liquids down
- There are signs of dehydration, including decrease in urination, dry mouth and throat, feeling dizzy when standing up, or diarrheal illness that lasts more than three days.

Insect bites, especially mosquitoes

Insect-borne disease is a problem in tropical regions, including Fiji, and certain parts of northern Queensland. In Fiji, the main risk is probably Dengue Fever, which is more likely to be contracted in urban areas and from bites during the daytime. To avoid bites, wear long sleeves, long pants, hats and shoes (rather than sandals).

Apply insect repellents containing 25-35% DEET (N-diethyl-3-methylbenzamide) to clothing and exposed skin (but not to the eyes, mouth, or open wounds). Do not sleep with the window open, unless there is a screen. If sleeping outdoors or in an accommodation that allows entry of mosquitoes, use a bed net, preferably impregnated with insect repellent, with edges tucked in under the mattress. The use of preventive medicine is a decision that needs to be made by each person in consultation with his or her doctor or travel clinic.

Animal bites

Australia, Fiji, New Zealand, and UK are all rabies free. However, avoid contact with stray dogs and other animals. If an animal bites or scratches you, clean the wound with large amounts of soap and water.

Snake Bites

Avoid all snakes. If bitten, elevate, pressure wrap and immobilize the wound. Seek medical treatment as soon as possible. There are no known snakes in New Zealand.

Jet Lag

You may experience jet lag or traveler's stress. Some helpful ways to counteract jet lag include getting plenty of rest, eating healthy food, drinking plenty of water, avoiding caffeine and alcohol, getting some moderate exercise, and wearing loose, comfortable clothing.

Culture Shock

Culture shock is a typical phenomenon that happens to all travelers who venture to a new culture and country for an extended time. There are many emotional effects of facing new values, habits and lifestyles. You may experience confusing emotional highs and lows during your time abroad. You may also feel anxious, impatient, bewildered, and depressed at times. Be aware that a moderate amount of anxiety and stress is a natural part of intercultural transitions. This stress is nothing to be afraid of and can easily be dealt with by having a positive attitude and taking good care of yourself, both emotionally and physically. Culture shock is normally less of a problem in this program than most, because we spend so much time together as a group and students are rarely isolated. However, please be aware of the signs both in yourself and in others.

Recent studies have shown that there are distinct phases of cultural shock, which virtually everyone who lives abroad goes through. Each phase has characteristic features, one of which is usually predominant. These stages include:

- Preliminary stage: This phase includes awareness of the host culture, preparation for the journey, farewell activities.
- Initial euphoria: The initial euphoria phase begins with the arrival in the new country and ends when the excitement wears off.
- Irritability: During the irritability phase you will be acclimating to your setting. This will produce frustration because of the difficulty in coping with the elementary aspects of everyday life when things still appear so foreign to you. Your focus will likely turn to the differences between the host culture and your home, and these differences can be troubling. Sometimes insignificant difficulties can seem like major problems. One typical reaction against culture shock is to associate mainly with other North Americans, but remember you are going abroad to get to know the host country, its people, culture, and language. If you avoid contact with nationals of the host country, you cheat yourself and lengthen the process of adaptation.

- Gradual Adjustment: When you become more used to the new culture, you will slip into the gradual adjustment stage. You may not even be aware that this is happening. You will begin to orient yourself and to be able to interpret subtle culture clues. The culture will become familiar to you.
- Adaptation and biculturalism: Eventually you will develop the ability to function in the new culture. Your sense of “foreignness” diminishes significantly. And not only will you be more comfortable with the host culture, but you may also feel a part of it. Once abroad, you can take some steps to minimize emotional and physical ups and downs. Try to establish routines that incorporate both the difficult and enjoyable tasks of the day or week. Treat yourself to an occasional indulgence such as a UGA magazine or newspaper, a favorite meal or beverage, or a long talk with other Americans experiencing the same challenges. Keep yourself healthy through regular exercise and eating habits. Accept invitations to activities that will allow you to see areas of the host culture outside the university and meet new people. Above all try to maintain your sense of humor.
- Re-entry phase: The re-entry phase occurs when you return to your homeland. For some, this can be the most painful phase of all. You will be excited about sharing your experiences, and you will realize that you have changed, although you may not be able to explain how. One set of values has long been instilled in you, another you have acquired in the host country. Both may seem equally valid.

Here are some general tips for traveling and interacting with foreign cultures, which, if kept in mind, may help ease cultural adjustment:

- Travel in a spirit of humility and with a genuine desire to meet and talk with local people.
- Do not expect to find things as you have left them at home, for you have left your home to find things different.
- Do not take anything too seriously. An open mind is the beginning of a fine international experience.
- Do not let others get on your nerves. You have come a long way to learn as much as you can, to enjoy the experience, and to be a good ambassador for your country.
- Read the information in this Manual.
- Remember your passport so that you know where it is at all times; a person without a passport is a person without a country.
- Do not judge the people of a country by the one person with whom you have had trouble—this is unfair to the people as a whole.
- Remember that you are a guest in every land. One who treats a host with respect will be treated as an honored guest.
- Cultivate the habit of listening and observing, rather than merely seeing or hearing.
- Realize that other people may have thought patterns and concepts of times, which are very different than yours—not inferior, just different.
- Be aware of the feelings of local people to prevent what might be offensive behavior. For example, photography must be particularly respectful of persons.
- Make no promise to local, new friends that you cannot implement or carry through.
- Spend time reflecting on your daily experiences in order to deepen your understanding of your experiences.

Seasickness

Seasickness is a typical phenomenon that happens to many travelers who are on a boat. To deal with seasickness here are a few recommendations:

Non-medicinal options include

- Stay busy and keep your mind occupied.
- Remain outside and above deck as much as possible.

- Keep the horizon as a true point of reference (do not go inside with no land or horizon to view).
- Try to face forward (with peripheral/wide view).
- Eat and drink lightly (avoid spicy, fatty foods).
- Lying down can help (although you could try to do this outside if possible).
- See what your ears are feeling!

Remedies for seasickness include

- Herbal (e.g., ginger).
- Non-pharmaceutical (e.g., wrist bands).
- Dramamine (Dramamine II is non-drowsy).
- Prescription patches (worn behind the ear) although we have found that it does increase thirst.

Safety in the Outdoors

Our program provides opportunities for land and water-based activities such as hiking, kayaking, glacier hiking, and open-ocean snorkeling. Water and the bush can both be very dangerous. In several places, the main dangers in the water are cold causing hypothermia and drowning and/or dangerous creatures. If you are not a competent swimmer, we highly recommend you do not swim in the ocean. There can be strong currents in all places we visit. Some beaches are patrolled, meaning they have flagged areas safer for swimming and lifeguards on duty. Swim only at a beach patrolled by lifeguards.

At the beach and in the ocean

- Do not swim or stand on shore around dusk or after sundown.
- Swim between the red and yellow flags on patrolled beaches.
- Swim with a friend/buddy.
- Read and obey safety signs. If you are unsure of conditions, ask a lifesaver or someone in charge of beach activities.
- Don't swim under the influence of alcohol or other drugs.
- Don't run and dive in the water.
- Check before you enter the water, conditions change regularly.
- If you get into trouble in the water, stay calm and signal for help by raising your arm, float and wait for assistance.
- Float with a rip. Don't swim against it.
- Never swim against a current, swim diagonally across it.
- Swim along the coast, not away from it.
- At the beach use a high protective factor sunscreen, wear a long-sleeve shirt and broad brimmed hat.
- Do not touch anything washed up in a beach unless you know it is safe! New Zealand water and beaches, by contrast, have few poisonous creatures.

At inland waterholes, springs, or rivers

- Don't run and dive into water. The water may be shallow or there may be submerged objects to snag you.
- In hot springs, do not put your head underwater.

When snorkeling

- Do not touch or stand or walk or rest on any coral or sea animals. It harms them, but in Australia and Fiji many will also harm you – some seriously.
- Always snorkel using the buddy system – this means always be in sight and sound of your buddy. You help them and he/she helps you. Stick together.
- Never turn your back on the ocean where there are waves.

- Always observe surf, current, wave sets, and surge on reefs/rocks.
- Enter and exit from a sandy beach area or boat (when provided).
- Wear a wetsuit when the water is cold.

When reef walking

- Wear protective footwear at all times.
- Do not touch anything, or rest on coral at any time. Many toxic animals live on the reef flat or intertidal area, including cone shells, stinging hydroids and corals, and stone fish.
- Wear high protection sunscreen, a wide-brimmed hat, and a long sleeved shirt.

When on boats

- Know the location of survival rafts, life vests, and life preservers.
- Wear appropriate footwear.
- Alcohol and boats do not mix.
- Pay close attention to all safety instruction.
- If you go for an unexpected swim, remember
 - Don't panic.
 - Conserve energy.
 - If possible, use a current to your advantage: angle yourself toward safety and let the water do the work.

When hiking

- Always be with a buddy and leave information about where you are going and expected return. Where requested, complete visitor intention forms at trailheads.
- Stay on trails.
- Take a hat, map, whistle, compass, and water
- Do not wear jeans (once they get wet, they stay wet).
- Carry a first aid kit or know where one is.
- Be prepared for dramatic and sudden weather changes. Hypothermia is the main killer in the NZ bush – plan accordingly with warm layers and waterproof clothing. Heat is the main killer in the Australian outback. Make sure you have plenty of water and sun protection.
- If stranded in the outback in Australia do not leave your vehicle.

Non-program Related Activities

On free days and during Spring Break (for the Spring Semester Program), we strongly discourage you from participating in any activities that could pose a threat to your wellbeing. This includes but is not limited to bungee jumping, SCUBA diving, car rental, etc., and we ask that you check with your insurance provider to determine your level of coverage for such activities. Health insurance provided through the study abroad program is a form of secondary insurance and will not cover these high-risk activities. Please know that if you decide to participate in such activities, you do so at your own risk.

Tips for Safe Travel

Always, especially during periods of free time (i.e., weekends, spring break, etc.), be aware of the dangers and responsibilities of travel. In Fiji students will not be permitted to travel after dark (6:00 PM). (Suva, in particular, can be a dangerous city and robberies and muggings are common.)

While you are traveling, keep yourself and your property safe:

- Do not display money, wallet, or other valuable items.

- Avoid bringing any valuables (e.g., jewelry, large amounts of cash, etc.); when necessary, consider storing in hotel/hostel safe boxes.
- Don't dress as if to say "I'm a tourist." This means no hanging cameras, talking loudly, waving a map, or smothering yourself in U.S. flags or symbols.
- Use a money belt to carry your passport and money.
- Never leave any luggage or bags unattended.
- Ask at your hostel or locals where it is safe to walk and when.
- Buy a lock for your backpack or luggage.
- Avoid unwanted attention and confrontations.
- Do not walk alone at night. It is better to get a cab or walk with a friend.
- Stay sober.
- Make e-copies of your passport, insurance cards, credit card, ATM card, traveler's checks, etc., and leave one at home in the USA with a responsible individual and bring one copy with you that you store separately from the originals.
- Have a list of emergency numbers, health insurance information, and some form of ID with contact information for home and in-country.
- Pay attention to what is going on around you.

High crime areas and the risks of overindulgence with alcohol, swimming hazards, night travel, etc. exist in places all over the world. Exercise the same precautions you would as a tourist in any U.S. city or town. Also, remember that you are in a foreign country and the same rules and regulations existing in the USA may not also apply in other countries. Review the State Department Consular information for crime, safety, threat of terrorism, political issues, and any travel warnings.

Safety for Women

A personal safety guide is available through the UGA police department (706-542-2200) and female students are encouraged to review this. The UGA Police Department teaches a four-pronged approach to prevent sexual assault:

- Alertness (be aware of the facts about rape and other sexual assaults)
- Prevention (making your surroundings more secure against an attack)
- Precaution (avoiding an attack by placing yourself in a less vulnerable circumstance)
- Preparation (how to defend yourself against an attack and what to do if you are attacked)

Useful telephone numbers include: UGA Women's Clinic: 706-542-8691 and Rape Crisis Hotline: 706-542-SAFE. In instances of sexual assault, police and legal processes in Australia, New Zealand and UK are particularly victim supportive. Do not hesitate to seek police and ambulance assistance immediately.

UGA also offers the following resources to assist and help prepare females for study abroad: From the University Health Center, from the Office of Security and Emergency Preparedness, from the Center for Global Education SAFETI consortium. We strongly encourage you to review these materials.

Mental Health

Study abroad is not a vacation for mental (or physical) issues. Indeed, studying abroad can add more stress and exacerbate issues resulting from feelings of loneliness (separation from friends and family), culture shock, travel, long distance relationships, new relationships, and adjusting to a new culture/environment. It is important that you continue taking your regular medications consistently while abroad and that you have sufficient supply for your time away (and know how to get more in case of an emergency). Contact your institution directly for assistance with mental health questions and help in preparing for your study abroad program. Be extremely

careful when carrying prescription drugs overseas; what may be legal in the States may be illegal in other countries (and vice-versa). Carry all written prescriptions with you while traveling.

Some Foreseen Hazards and Risks and Ways to Manage Risks

Be aware of some of the potential and foreseen hazards and risks of traveling abroad. These include traveling alone and being comfortable with using equipment and/or participating in outdoor activities. If you are uncomfortable with any activity or use of equipment inform your faculty member. While in the water and/or in boats, you must wear a life jacket or have access to a life jacket. When hiking, be sure to know where you are going and the time and place to meet up afterward.

Traveling as an American

Meeting peoples of the world is exciting. You are likely eager for the experience to energize you. It is this feeling of anticipation and excitement that makes it a shock when you are met with confrontation because you are an American. It will be difficult to be confronted with seemingly unexpected and challenging questions. It may feel as though you are being attacked personally and criticized as an American. Furthermore, as you spend more and more time in your host country, you will begin to recognize several different cultural patterns that are quite different from your own. These cultural patterns include differences in style, assumptions, values, cultural norms, perception, motivation, forms of achievement, methods of confrontation, personalization, and the list goes on and on. Although these differences are just the tip of the iceberg, it is still important to recognize your own "American" patterns and what they mean to you. Dr. L Robert Kohls, Director of International Programs at San Francisco State University, is a renowned literary contributor to the research on cultural patterns. He has developed a list of 13 commonly held values that help explain to first-time visitors to the United States why Americans act the way they do.

Kohls' Commonly Held Values

1. **Personal Control over the Environment:** Americans do not believe in the power of fate, and they look at people who do as being backward, primitive or naive. In the American context, to be "fatalistic" is to be superstitious, lazy or unwilling to take initiative. Everyone should have control over whatever in the environment might potentially affect him or her. The problems of one's life are not seen as having resulted from bad luck as much as having come from one's laziness and unwillingness to take responsibility in pursuing a better life.
2. **Change Seen as Natural and Positive:** In the American mind, change is seen as indisputably good, leading to development, improvement, and progress. Many older, more traditional cultures consider change to be disruptive and destructive; they value stability, continuity, tradition and a rich and ancient heritage - none of which are considered very important in the United States.
3. **Time and its Control:** Time is of utmost importance to most Americans. It is something to be on, kept, filled, saved, used, spent, wasted, lost, gained, planned, given, and even killed. Americans are more concerned with getting things accomplished on time than they are with developing interpersonal relations. Their lives seem controlled by the little machines they wear on their wrists, cutting their discussions off abruptly to make their next appointment on time. This philosophy has enabled Americans to be extremely productive, and productivity is highly valued in their country.
4. **Equality/Fairness:** Equality is so cherished in the U.S. that it is seen as having religious roots. Americans believe that all people are "created equal" and that all should have an equal opportunity to succeed. This concept of equality is strange to seven-eighths of the world, which views status and authority as desirable, even if they happen to be near the bottom of the social order.
5. **Individualism/Independence:** Americans view themselves as highly individualistic in their thoughts and actions. They resist being thought of as representatives of any homogeneous group. When they do join groups, they believe they are special, just a little different from other members of the same group.

In the U.S., you will find people freely expressing a variety of opinions anywhere and anytime. Yet, in spite of this "independence," almost all Americans end up voting for one of their two major political parties. Individualism leads to privacy, which Americans see as desirable. The word "privacy" does not exist in many non-Western languages. If it does, it is likely to have a negative connotation, suggesting loneliness or forced isolation. It is not uncommon for Americans to say and almost to believe: "If I don't have half an hour a day to myself, I go stark-raving mad!"

6. Self-Help/Initiative: Americans take credit only for what they accomplish as individuals. They get no credit for having been born into a rich family but pride themselves in having climbed the ladder of success, to whatever level, all by themselves. The equivalent of these words cannot be found in most other languages. It's an indicator of how highly Americans regard the "self-made" man or woman.
7. Competition: Americans believe that competition brings out the best in any individual in any system. Value is reflected in the economic system of "free enterprise" and it is applied in the U.S. in all areas - medicine, the arts, education and sports.
8. Future Orientation: Americans value the future and the improvements the future will surely bring. They devalue the past and are, to a large extent, unaware of the present. Even a happy present goes largely unnoticed because Americans are hopeful that the future will bring even greater happiness. Since Americans believe that humans, not fate, can and should control the environment, they are good at planning short-term projects.
9. Action/Work Orientation: "Don't just stand there," says a typical bit of American advice, "do something!" This expression, though normally used in a crisis situation, in a sense describes most Americans' waking life, where action -any action- is seen as better than inaction. Most Americans routinely schedule an extremely active day. Any relaxation must be limited in time and aimed at "recreating" so that they can work harder once their "recreation" is over. Such a "no-nonsense" attitude toward life has created a class of people known as "workaholics" - people addicted to, and often wholly identified with, their profession. The first question people often ask when they meet each other in the U.S. is related to work: "What do you do?" "Where do you work?" or "Who (what company) are you with?" The United States may be one of the few countries in the world where people speak about the "dignity of human labor," meaning hard physical labor. Even corporation presidents will engage in physical labor from time to time and, in doing so, gain rather than lose respect from others.
10. Informality: Americans are even more informal and casual than their close relatives - the Western Europeans. For example, American bosses often urge their employees to call them by their first names and feel uncomfortable with the title "Mr." or "Mrs." Smith. Clothing is another area where American informality is most noticeable, perhaps even shocking. For example, one can go to a symphony performance in any large American city and find people dressed in blue jeans.
11. Directness/Openness/Honesty: Many other countries have developed subtle, sometimes highly ritualistic ways of interacting with each other, such as ways of informing others of unpleasant information. Americans prefer the direct approach. They are likely to be completely honest in delivering their negative evaluations and consider anything other than the most direct and open approach to be "dishonest" and "insincere." Anyone in the U.S. who uses an intermediary to deliver the message will also be considered "manipulative" and "untrustworthy". In other cultural settings this can come across as rude, disrespectful, or nasty.
12. Practicality/Efficiency: Americans have a reputation for being realistic, practical and efficient. The practical consideration is likely to be given highest priority in making any important decision. Americans pride themselves in not being very philosophically or theoretically oriented. If Americans would even admit to having a philosophy, it would probably be that of pragmatism. Will it make money? What is the "bottom line?" What can I gain from this activity? These are the kinds of questions Americans are likely to ask, rather than: Is it aesthetically pleasing? Will it be enjoyable? Will it advance the cause of knowledge? This pragmatic orientation has caused Americans to contribute more inventions to the world than any other country in human history. The love of "practicality" has also caused Americans to view some professions as more favorable than others. Management and economics are much more popular in the United States than philosophy or anthropology, and law and

medicine more valued than the arts. Americans belittle "emotional" and "subjective" evaluations in favor of "rational" and "objective" assessments. Americans try to avoid being "too sentimental" in making their decisions. They judge every situation "on its own merits."

13. **Materialism/Acquisitiveness:** Foreigners generally consider Americans as highly materialistic, which by any standards is true. Americans would like to think that their material objects are just the "natural benefits" that result from hard work and serious intent - a reward, which all people could enjoy were they as industrious and hard working as Americans. They may give a higher priority to obtaining, maintaining and protecting material objects than they do in developing and enjoying relationships with other people. Since Americans value newness and innovation, they sell or throw away possessions frequently and replace them with newer ones. A car may be kept for only two or three years, a house for five or six before buying a new one. This value of things over people is considered quite abhorrent in many other cultural settings.

Dealing Positively with Anti-American Criticism

You probably consider yourself to be a good person, or at least someone with good intentions. But as you meet people outside of the United States, you will begin to discover that others don't always think that way. In fact, you must be prepared for confrontation based on what and who you are, to be judged not for yourself at times, but rather as a collective body of people who live south of Canada and north of Mexico. The forms of confrontation may vary; sometimes you will be expected to answer questions about American politics, geography, values and other issues as if you were the #1 expert on the subject. Here is a list of commonly asked questions, which include: Why are Americans so materialistic? Why are Americans so racist? How can you justify forcing the Native Americans onto reservations when the whole country belongs to them? Why are Americans so ignorant of other countries? Why does America give so much foreign aid to countries that abuse human rights? Why are there so many homeless people in "the richest country in the world?" Why teachers are so poorly paid in a country that claims to have one of the best educational systems? Why does the U.S. try to behave as the police of the world? And most relevant to our program: Why are they so wasteful of natural resources?

There is no one right or wrong way to respond to attacks made against the United States or yourself for being American. You will have your own method for dealing with confrontation based on your own experiences, your way of dealing with conflict, and your opinions. You may choose to take an active role, and respond to the questions or accusations, or you may choose to take a passive role and not say anything in response. As you begin to respond to any criticism keep the following strategies in mind.

- Draw upon personal experiences and observations. When someone asks you a question like, "Why are Americans so wasteful of natural resources?" your first response might be to say: "Oh, not me." Whether or not the question is based on fact, one way to respond might be to draw on your own experiences and observations. In this case, you can say that while you cannot speak for the rest of the American population, you have your own personal practices, such as recycling, water conservation or use of public transportation.
- Avoid becoming defensive. You don't need to single-handedly explain and defend your country – you are traveling to find out how other people see the world! If you understand the critic's motive(s) and rationale for their opinion, you can perhaps find some common ground and a more tolerant way to respond. Keep an open mind and remember to try and understand your critic's motives and beliefs.
- Become more familiar with common U.S. facts and policies. "Americans are uneducated." That is a common belief overseas. How can you dispel that stereotype? "Why don't you know who the Secretary of State is?" People in other countries will probably ask you a lot of questions about the United States on such varied topics as geography, politics, pop culture, etc. There may be questions from, "Who decides whether a person is guilty of a crime?" to, "Does every American wear cowboy boots and ride a horse?" However, it is not uncommon to find that people overseas know a great deal about U.S. politics and policies. You should re-familiarize yourself with basic U.S. facts and policies because you

do not want to be uneducated or ignorant of basic facts. Some suggested areas to brush up on are: U.S. geography (e.g., differences in regions), U.S. political system (e.g., how does Congress differ from the Senate), U.S. judicial system (e.g., how does the jury system work "in theory"), and U.S.).

During periods of free time (i.e., free days and time before or after the program at the beginning or end of the day) be aware of the dangers and responsibilities of independent travel. The Let's Go and Lonely Planet series can help you prepare for such travel, which can be a fun and wonderful opportunity to experience the host nation.

OGE Emergency Response Protocol

[The UGA Emergency Response Protocol for International Education Programs](#) provides a system for coordinating the management of emergency services for all participants on our study abroad programs. Although no single plan can address all contingencies, UGA recognizes the importance of establishing, in advance, policies and procedures designed to safeguard the safety and welfare of participants. Refer to the Appendix for the Protocol, including steps and procedures to follow in the event of an emergency.

[OGE Incident Report](#)

Faculty are required, and students, and families are strongly encouraged, to submit an Incident Report for all known incidents during the program. Incidents can range from minor cuts (such as coral cuts), sickness and flu symptoms to thefts and loss of personal items, to major events such as terrorist activities and natural disasters. If in doubt, submit the form. The online OGE Incident Report Form asks for the following information, so please make every effort to record these details during/immediately after the incident: student name(s), student id(s), date/time/location of incident, name(s) and contact details of others involved, detailed description of the incident. Please submit the form online to OGE and email a .pdf (copy or screen print) of the incident report to the Discover Abroad office.

Appendix A: Active Listening Skills and Notetaking

Good notetaking is crucial, but few students do it well. There is no magic except effort and practice. First, an essential skill for good notetaking is good listening. Most people believe that they are good listeners, but research has shown that most of us do not listen well. So, you should try to sharpen your listening skills. Here are some tips

- Maintain eye contact with the speaker. Of course, you will need to look at your notebook to write your notes, but eye contact keeps you focused on the job at hand and keeps you involved in the lecture.
- Focus on content, not delivery. Have you ever counted the number of times a teacher clears his/her throat in a fifteen-minute period, or flicks his/her hair? If so, you weren't focusing on content. Avoid emotional involvement. Also, when you are too emotionally involved in listening, you tend to hear what you want to hear—not what is actually being said. Try to remain objective and open-minded.
- Avoid distractions. Don't let your mind wander or be distracted by the person shuffling papers near you. If the room is too hot/cold, try to remedy that situation if you can.
- Treat listening as a challenging mental task. Listening to an academic lecture is not a passive act—at least it shouldn't be. You need to concentrate on what is said so that you can process the information into your notes. Stay active by asking mental questions. Active listening keeps you on your toes. Here are some questions you can ask yourself as you listen. What key point is the person making? How does this fit with what I know already? How is this lecture organized? Use the gap between the rate of speech and your rate of thought. You can think faster than the lecturer can talk. That's one reason your mind may tend to wander.

Taking notes during a lecture can be a frustrating, almost overwhelming, job. Getting organized is the best way to deal with the rush of incoming information. Here are some tips:

- Use a standard size notebook. A loose-leaf three-ring binder is the best because it allows you to insert handouts and rearrange your own notes.
- Sit near the front and center of the class. You will have the most direct communication with your professor, and you will less likely be distracted. Research shows that students at the front of the class or group get better grades.
- Put a heading and a date on your notes for each day and be listening carefully from the outset. Isn't it easier to understand what someone is saying when you know what they are talking about? The same thing is true in a lecture. When the professor tells you what the day's lecture is about, write it down as the title. And those first comments? They may sound casual, but usually they outline the key point(s) that the entire lecture develops!
- Try to prepare for lectures by pre-reading the materials. You will find that you will understand the lecture better if you have some basic background. This preparation is one that very few students take seriously.
- Learn to identify main points and not get bogged down in detail. Professors often give cues to what's important by repeating information, changing their voices or rate of delivery, listing items in order of importance, and, of course, by writing on the chalkboard. So, after you have the title and intro, listen for: main points, specific details, transitions - the links that make it clear how ideas relate, new topics/subtopics.
- Review your notes as soon as possible. Memory loss of 50% occurs within 24 hours, 80% within 2 weeks. Many students take notes and never look at them again until just before an exam. By that time, some of the information may look very unfamiliar and confusing. To make the best use of notes, edit and review them as soon as possible after class. Compare your notes with those of other people for content. (Adopt their best note-taking ideas while you are at it.) Edit first for accuracy: Don't rewrite. Read them. Do they make sense? Fill, fix up, and correct your notes. This is a new idea for most people. It's very effective and highly recommended.

- After you edit your notes, you are ready to study the ideas in them. Just looking over the notes is too passive. You need to be active: Select key ideas in the lecture. What was important? Write a possible exam question for each key idea. Review by covering the notes and asking yourself the questions.

Appendix B: NAFSA Good Practices for Health and Safety

The following health and safety guidelines are adapted from the NAFSA Association of International Educators' "Good Practices for Health and Safety". We expect that all participants will:

- Read and carefully consider all materials issued by DA that relate to safety, health, legal, environmental, political, cultural, and religious conditions in host countries.
- Consider their health and other personal circumstances when accepting a place in a program.
- Make available to DA accurate and complete physical and mental health information and any other personal data that is necessary in planning for a safe and healthy study abroad experience.
- Assume responsibility for all the elements necessary for their personal preparation for the program and participate fully in orientations and activity briefings.
- Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.
- Inform parents/guardians/families, and any others who may need to know, about their participation in the study abroad program, provide them with emergency contact information, and keep them informed on an ongoing basis.
- Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program, and obey host-country laws.
- Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions. Promptly express any health or safety concerns to the program staff or other appropriate individuals.
- Behave in a manner that is respectful of the rights and well-being of others and encourage others to behave in a similar manner.
- Accept responsibility for their own decisions and actions.
- Become familiar with the procedures for obtaining emergency health and law enforcement services in the host country.
- Follow the program policies for keeping program staff informed of their whereabouts and well-being.
- Discuss with their parents/guardians/families when and where DA's responsibility ends, and the range of aspects of participants' overseas experiences that are beyond DA's control. In particular, DA generally:
 - o Cannot guarantee or assure the safety of participants or eliminate all risks from the study abroad environments.
 - o Cannot monitor or control all of the daily personal decisions, choices, and activities of individual participants.
 - o Cannot prevent participants from engaging in illegal, dangerous or unwise activities.
 - o Cannot assure that U.S. standards of due process apply in overseas legal proceedings or provide or pay for legal representation for participants.
 - o Cannot assume responsibility for the actions of persons not employed or otherwise engaged by the program sponsor, for events that are not part of the program, or that are beyond the control of the sponsor and its subcontractors, or for situations that may arise due to the failure of a participant to disclose pertinent information.
 - o Cannot assure that home-country cultural values and norms will apply in the host country.

Appendix C: Letter from Office of Global Engagement

Dear Parents, Spouses, and Guardians of Study Abroad Participants:

Your student is about to embark upon what will likely be one of the most significant experiences of his or her college career. The Office of Global Engagement is providing health and safety information to you now so that you and your student can be better prepared to avoid problems wherever possible and makes educated decisions about health and safety. It is our hope to provide as much information as possible in order for students to have a positive experience.

The office of Global Engagement has prepared a website to assist you and your student in preparing for study abroad. Your application has important information, including:

- General pre-departure advice and links to useful websites
- Responsibilities of participants (from NAFSA: Association of International Educators)
- Links to U.S. State Department Consular Information Sheets and Travel Warnings, as well as to travel health resources
- Appropriate foreign equivalent of 911 emergency telephone numbers for the nearest police, fire, and ambulance service
- Daytime telephone and fax numbers and emails of OIE staff in the U.S., as well as a number for Public Safety to reach OIE staff during non-office hours
- Daytime and emergency telephone and fax numbers and e-mail of the in-country program director(s)
- Daytime and emergency telephone and fax numbers of the nearest U.S. Embassy or Consulate
- Address and telephone number of the nearest hospital or clinic and the name, address and telephone number of an English-speaking physician

In order to protect your students' and the group's security and privacy, part of this information is in a password-protected section of the site. The password will be distributed to your student at the program's pre-departure orientation and your student may share it with you. Please note that the Office of Global Engagement does not normally give out the password to non-participants (including parents).

NAFSA: Association of International Educators, in their publications "Responsible Study Abroad: Good Practices for Health and Safety" notes that "in study abroad, as in other settings, parents, guardians, and families can play an important role in the health and safety of participants by helping them make decisions and by influencing their behavior overseas." NAFSA recommends that parents/guardians/families:

- Be informed about and involved in the decisions of the participants to enroll in a particular program.
- Obtain and carefully evaluate participant program materials, as well as related health, safety and security information.
- Discuss with the participants any of his/her travel plans and activities that may be independent of the study abroad program.
- Engage the participant in a thorough discussion of safety and behavior issues, insurance needs, and emergency procedures related to living abroad.
- Be responsive to request from the program sponsor for information regarding the participants.
- Keep in touch with the participant.
- Be aware that the participant rather than the program may most appropriately provide some information.

If you have any questions or concerns about the program that cannot be answered by the program directors, we encourage you to call and speak with the Director of Education Abroad in the Office of Global Engagement, 706-542-5544

Sincerely,

Associate Provost for International Education
1324 S. Lumpkin Street · Athens, Georgia 30602
Telephone 706-542-2202 • Fax 706-583-0106
An Equal Opportunity/Affirmative Action Institution

Appendix D: Homestay Information for Students (All Programs)

In General

The special opportunity you are preparing for – staying as a guest in the home of a resident family – is something you will likely always treasure. You may be a little nervous about what to expect, and what will happen, and what is expected of you. These notes will give you some pointers and answer some of your questions ahead of time, so you can relax and get the most out of this truly unique experience.

First, you are wanted! Although your expenses are being covered, your host family asked for the chance to have a homestay guest, and they are looking forward to getting to know you, sharing time with you, and having you join their family. Furthermore, the homestay families have been vetted for safety and reliability, and most families have hosted students before. Your hosts will want to know more about you-so bring along a picture or two of your family, your friends, your pets, postcards, or photos from your hometown, and so on.

Your most important guideline is this: As the homestay guest, it is your responsibility to adapt. If your host family does things one way and you are accustomed to doing them another way, try within reason to conform. Remember that you are, at least for a while, a member of the family! You should try to follow the family's pattern of daily life with mealtimes, activity schedules, when you get up and when you go to sleep, what you eat, and where you go. Sometimes this will be inconvenient or impossible – but you will learn the most about the culture by living it yourself! During your homestay, you may not have as much personal privacy as you are used to. Depending upon the family, the size of their house, and the number of people living at home, you may share space with others, and may or may not have an area that is exclusively yours alone. Your homestay family will not negotiate with you regarding money or payment for the homestay. They will not offer to sell you any additional service or product or get involved with any financial transactions with you.

If you have any reservations or concerns about your homestay assignment or feel uncomfortable for any reason with your homestay family, you should let the program director at once. S/he will discuss specifics of the situation with you and will make any changes or alterations that seem called for.

Most of all - relax, enjoy the adventure, be a good guest, and learn all you can!

What Your Homestay Family Can Expect from You

They expect to receive a respectful, clean, neat, and gracious guest, willing to learn about his/her host family and their culture. This means:

- Understand that as the homestay guest, it is your responsibility to adapt
 - o Be attentive to the mealtimes and other routines within the family
 - o Respect the family's preference of TV shows, where available, and kinds of music
 - o Treat any pets appropriately
 - o Receive visitors with respect and discretion
 - o Be attentive to what the family likes and does not like to talk about
- Wash your clothes (if arrangements have not been made for the family to do the laundry) and take showers according to family schedules
- Be willing to interact with your host family, both in the home and in family and/or community events, without meddling in their private affairs
- Be aware that the family may not be able to provide voluntary dietary choices
- Be aware that the family may not be able to provide as much privacy or comfort as you may be accustomed to

- Realize that household phones are usually for emergencies, not for convenience, and certainly not for unreimbursed long distance calls
- Keep your possessions in a neat and tidy manner, to make your bed each morning, and look after your own basic housekeeping
- Help out, when possible, with routine household chores, as do other members of your household
- Communicate your plans clearly; what meals you will be away for, when you expect to be home (make sure your return time is acceptable to your family) and stick to that plan as far as possible
- Understand that homestay families are
 - o Not sources of pocket money, loans or financial responsibility of any kind
 - o Not there for counseling or therapeutic attention
 - o Not there to provide unusual services or treatment such as special diets that have not been pre-arranged by the provider, telephone time, maid service, clothing, recreation facilities, excursions, etc.
- Consume resources (electricity, hot water) sparingly—they are not cheap or abundant in most countries. Do not shower at hours that will disturb the household
- Be financially responsible for any damage to the homestay property
- Behave as a respectful and responsible adult member of the household. Be sensitive and aware of how your presence can contribute something to the household, through an active interest in the family and participation in family activities. Ultimately, you are a goodwill ambassador, whose behavior must reflect positively on yourself, your university and your country.

What You Can Expect from Your Hosts

Your host family will provide you with some meals (ask your director for details regarding which meals are included in the homestay). They are expected to treat you with dignity and respect at all times, and to involve you as far as possible in the life of the household. This means the homestay family will:

- Understand they are providing a cultural experience, not serving as a bed-and-breakfast service
- Share time and interact with you, and include you in family and/or community events
- You will have your own bed
- You might share a room with another student or household member of the same gender and general age
- They will provide adequate, healthy food. If the homestay is in a developing country, you should not eat salads or uncooked fruit and vegetables that cannot be peeled first
- Provide clean, sanitary living conditions
- If your homestay family is responsible for laundry (not all homestays include laundry so ask your program director), the homestay family will wash a predetermined amount of clothes for you on a predetermined schedule
- Provide you with keys to the house
- Speak/practice the native language with you, if you so wish
- Provide you with a place to study (desk or table, adequate light, with minimal distractions)

Personal Appearance and Clothing

Dressing neatly and cleanly is a form of respect for others, and you will be judged by how you dress. You should dress at least as well as those around you. As a general rule of etiquette (and safety), keep your shoes on when you are outside. Most people (all in Fiji) leave boots or shoes outside the house when they come in, especially if they are muddy. Watch what others do, and follow suit. Shirts must be worn indoors; men who have taken off their shirt while working or playing sports outside put it on again when they come indoors. You should pay close attention to standards of modesty. Don't walk around the house with nothing on but a towel after your shower. Avoid wearing revealing clothes - excessively short shorts, low-cut blouses, tank tops that reveal your belly button, and so on - as you will offend and embarrass your host family.

Food

Try as graciously as possible to accept and enjoy the food that has been prepared for you. When you have a plate of food in front of you, don't pick it up, frown at it, sniff at it, or act as if it could be poisonous or disgusting! You will offend your hosts if you do. If the food is on the table, you can be sure that it won't harm you, that it is perfectly edible, and that it probably tastes delicious. If it is a new taste or texture for you, give it a try. Even if you are a picky eater at home, you should try to be as open-minded and adventurous as possible about food during your homestay!

Alcohol

Each family will have its own ideas about drinking alcohol. Some might have a beer together now and then, while others are teetotalers and abstain completely from alcohol. As a homestay guest, you should be observant and sensitive to the patterns of your homestay family; if the family is drinking, and if you choose to drink, do so with moderation; if the family is not drinking, you should also refrain. Remember that drunkenness may be grounds for dismissal from UGA Study Abroad programs, regardless of time and place where the intoxication occurs. You are not permitted to bring alcohol to the homestay. Alcohol is prohibited in Fiji homestays.

Household Chores

It is entirely appropriate for you to help with household chores or any work that the family takes part in – preparing food, setting the table, washing dishes, sweeping, working in the garden, clearing paths, repairing things, and so forth—so don't hesitate to offer. If your offer is turned down, it may be that your hosts are just being polite and wish to honor you as a guest. Just offer again the next day, and indicate that you really want to help! They'll probably be delighted.

Relating to Children

Small children may stare at you and ask lots of questions. Older kids may want to see what's in your backpack. Smile, and respond in a friendly way. You might even keep a few treats in your pack as surprises! It is easy to charm children if you take a little time to play with them, entertain them with a trick or two, draw pictures with them, look at books together, work a puzzle with them, or teach them a card game. Please consider the presence of small children in your language and behavior. Because there may be little kids around, you should think twice about bringing along anything that is very delicate or expensive.

Gifts

It is customary to present the host family with a gift of some sort shortly after your arrival. It need not be expensive. You might bring a coffee cup or a food product that the host family could share, such as your favorite kind of candy or jam (nothing that melts in the heat!); some games or puzzles which you can enjoy with the kids; or whatever you'd like to give. In developing nations, inexpensive prescription glasses (used or new) are often welcomed. Refer to the information on Fiji homestay for other suggestions.

Appendix E: Fiji Village Homestay Etiquette and Guidelines

All students participating in the Fiji program should be aware of, and comply with, the following etiquette and guidelines during their village homestay. These guidelines have been prepared by the villagers themselves so do not feel embarrassed to raise any of the issues (or concerns that you may have) with your host family.

1. Most importantly, the village wants you to know that by being accepted into their home (after the *sevu* ceremony) you are considered one of their family members. They wish you to speak up and tell them what you like/dislike (especially with regard to food preferences) and not to be shy. This will be difficult for you at first, but please know that your stay is as much a highlight for them as it is for you.
2. Bottled or filtered water only is to be consumed during the homestay. This includes all ceremonies (e.g., kava drinking), at meals (e.g., juice), and when cleaning your teeth. You must not drink or eat anything made of tap water that has not been boiled. The service provider has informed your family hosts of this but please discuss again with your family when you first meet them. Do not feel embarrassed in asking if the water is bottled/filtered before drinking it.
3. Generally, there will be one student per family. However, in some cases, you may be asked to share a room with another student, but every student should always have their own bed. If this is not the case, please inform your faculty member so that the situation can be remedied.
4. No alcohol or non-prescription drugs should be brought into, or consumed in, the village. Alcohol is prohibited in certain villages and it is never polite for students to offer alcohol to villagers.
5. Remove shoes before entering a house. Use the same door that you have been asked to use (the front door is not typically used).
6. When seated, please cross your legs and avoid showing your feet.
7. Females ensure that your shoulders are covered (no tight, low-cut or sleeveless tops) and everyone should cover their legs to below the knees with a *sulu*/wrap. Swimwear is acceptable on the beach, but not inside the village. Please remove hats and sunglasses while in the village.
8. Avoid carrying anything on your shoulders (including towels and daypacks), carry these by hand.
9. At meal times, take only small portions of food but feel free to go back for more. Fijians will expect you to eat lots, but it is disrespectful to leave food on your plate. Food is scarce and waste is not tolerated.
10. In some cases, males and guests may be asked to eat first and before others. Your homestay family is not excluding you from meal times, rather this is considered a sign of respect. Typically your family will say grace before each meal.
11. At meal times, utensils may or may not be used and you may have to use your fingers. Sometimes only a spoon is provided.
12. Never walk in front of the kava bowl (*tanoa*). In social situations, walk behind the group and keep low or stooped. If you do find yourself walking in front of the kava bowl, bow down and touch the *tanoa*. When offered kava clap your hands once, drink in one gulp and then clap your hands three times.
13. You will be welcomed to the village on your arrival with a *sevusevu* ceremony. Usually photos are permitted but please be sure to ask first. Students should not be afraid to decline to drink kava if they do not wish to drink it, and it will not be considered rude.
14. Do not eat salads or uncooked fruit and vegetables that cannot be peeled first. Likewise, cooked food should be eaten while still piping hot, and undercooked/raw meat and fish should always be avoided.
15. Avoid standing while others are seated. The head is the most respected part of the body for Fijians (avoid touching a Fijians' head – including children).
16. Keep your voice down and refrain from shouting or yelling in the village.
17. Bathing and cleanliness is an important and customary part of Fijian life. While you in the village it is expected that you will shower at least twice and preferably three times each day (in the morning, after an activity, and again in the evening). Fijians will consider it disrespectful of you not to bathe while in the village.

18. Some houses may or may not have electricity, flush toilets, showers, and/or indoor showers/toilets. There will always be water available (perhaps only from a bucket) and a private area for you to bathe. Contact your faculty member if privacy is a concern.
19. Your group should bring approx 1 kg of high quality root kava (also called 'waka') to the village for the sevusevu (welcome) ceremony. Kava can be purchased by your faculty member (you may need to remind him/her!) at any public market or grog shop.
20. It is appropriate (though not expected) for students to bring their homestay family a small gift. T-shirts, hats, and pens from your home university are always popular gifts. The villagers themselves have identified the following as being of particular use: Inexpensive eye-reading glasses (any prescription strength), first aid supplies, polarized sun glasses, warm socks, small flashlights (with batteries), used clothes/shoes (especially if students intend to dispose of items at end of the program), math sets (rulers, protractors, etc.), and solar calculators.

Appendix F: Checklist of Things to Consider When Preparing to Study Abroad

The following checklist is adapted from the Center for Global Education Study Abroad Student Handbook and contains a list of things that you may wish to consider as part of your preparation for studying abroad. If you do not know how to find the answer to anything listed here please contact DA.

Pre-Departure Planning

- I have assessed whether this program is a good fit for me.
- I have spoken with my advisor about the program and know how the courses will work with my schedule and time-to-graduation.
- I have compared ticket prices offered by travel agents, student agencies and websites and am aware of the optional group flight.
- I have a valid passport and visa(s), as necessary.
- I have made multiple copies of all important travel documents.
- I have registered to obtain absentee ballots so I can vote in U.S. elections while abroad.

How Foreign Laws Apply to You

- I am familiar with the basic social laws of the countries to which I will be traveling, including laws related to drug and alcohol use.
- I am familiar with how the legal system works in each country I plan to visit.
- I know the location of the U.S. Embassy in each country I plan to visit.
- I have registered/will register with the U.S. Embassy in my host country.
- I have proper insurance and a personal lawyer in case I should need legal counsel.

Methods of Communication While Abroad

- I know all the important telephone and fax numbers and addresses for my program's office both in the U.S. and abroad, including emergency after-hours numbers.
- I know the address and telephone number for my accommodations abroad.
- I know how to buy a cell phone abroad in case I need one.
- I have created an internationally accessible e-mail account address.
- All of my emergency contacts have all of my contact information, and I have theirs.

Packing

- I know how much luggage my airline (and the Program) allows me to check and to take on board my flight.
- I know what my airline permits me to take in my carry-on luggage.
- I have researched the weather conditions over various seasons in the region of my host country where I will be.
- I remembered to pack all important travel documents in my carry-on, not my checked bags.
- I made an itemized list of everything I packed in case they are lost or stolen and I need to make an insurance claim.

Airport Safety, Duties and Customs

- I have all of my identification and travel documents in an assessable, yet secure, location.
- I did not accept anything from anyone before boarding my flight.
- I packed my bags myself and know exactly what's in them.
- My bags never left my sight or supervision before they were checked in.
- I filled out all necessary declaration forms.
- I was honest in declaring everything I am bringing into or out of the U.S.

- I was careful to avoid carrying any item that be considered illegal in the U.S. or the host country, or may cause me to be suspected of smuggling

Medical Care and Insurance

- I am familiar with the health care system of the country where I will be studying, including the quality of facilities and the cost of services.
- I know the location of the nearest hospital to my abroad accommodations.
- I know what my insurance policy does and does not cover.
- I have a first aid kit.
- I have complete medications for the duration of my Program and know how to refill needed prescriptions abroad.

Basic Health and Safety

- Before leaving, I have had a complete physical and dental check-up from my doctors.
- I have received all necessary immunizations required/recommended for entry to the countries I will visit, and I know where to obtain other inoculations abroad if needed later.
- I know who the emergency contact will be in my host country.
- I know who my emergency contact will be at home.
- I know whether or not the drinking water is safe to drink while abroad.
- I know what precautions to take when eating local food.
- I have researched where to buy food that suits my dietary needs/restrictions (i.e. for vegetarians, diabetics, etc.)
- I know how extensive, safe and reliable the public transportation system is in my host country.
- I am aware of the laws and codes of conduct that are likely to impact me.
- I understand that the use of alcohol and drugs increases my risk of accident and injury.

Risk Factors and Strategies to Reduce Risk

- I know how to try to reduce my personal susceptibility to risk and to avoid crime and violence abroad.
- I know where to get help if I need it.
- I have a small flashlight to carry with me at night.
- I am aware of the prevailing local attitudes towards, and local laws dealing with, sexual harassment and sexual assault.
- I am aware of any travel advisories issued by the U.S. State Department for the countries to which I will be traveling.

Special Issues

- I am aware of the prevailing local sentiment towards people of my cultural background, race, religion, sex, sexual orientation, etc.
- I am aware of how past and current U.S. policy has affected/affects the countries where I will visit.
- I know how to avoid confrontations over politics/religion, and how to avoid provoking unwanted attention by not flaunting my "American-ness".
- I am aware of the prevailing national sentiment towards the U.S. and U.S. citizens in the countries I will visit.

Crisis Management

- I am aware that my program has an Emergency Action Plan.
- In the event of serious injury or death, I have made my wishes clear to family in the U.S., and to my faculty member.

- I am aware of what my program, the Embassy and the Consulate can and cannot do to assist me in the event of a crisis.
- I have been provided with comprehensive information about my program, and I have shared this information with parents/guardians/family members.
- I have more than one way to keep in touch with home while abroad (i.e. through e-mail, calling card, fax, etc.)

Adjustments and Culture Shock

- I understand that it is normal to experience culture shock, including feelings of anxiety, depression and frustration.
- I expect to have both good days and bad when learning to overcome my culture shock, and I will be patient with myself as I learn to adapt.
- I know that I am not alone in how I feel.
- I will try not to be negative or overly critical of another country's culture. Instead, I will look for the positives that a culture possesses.
- I will not let terrorist threats turn my culture shock into culture fear.
- Upon return home, I will be patient with myself again as I experience reverse culture shock. (This includes trying not to be overly critical of the U.S. just because being home is not like being abroad.)

Appendix G: UGA Emergency Response Protocol for International Education Programs

Click [here](#) for the most recent version of the ERP.

Appendix H: University Conduct Regulations

1. Academic Dishonesty

- a. Knowingly performing, attempting to perform, or assisting another in performing any act of academic dishonesty. The University of Georgia's Honor Code, a supplement to the University's academic honesty policy states, "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others."

A complete description of the regulations and procedures for handling matters of academic dishonesty appear in the policy manual, A Culture of Honesty, which is available in the Office of the Vice President for Instruction, 114 New College (706-583-0690), in the Student Handbook under Academic Policies and Procedures, at The Office of Student Affairs for Gwinnett University Center (room A1160).

2. Other Acts of Dishonesty

- a. Furnishing false information to any University official or office.
- b. Forgery, alteration, or misuse of any document, record, or instrument of identification, or possession of any false identification or identification belonging to another person.
- c. Causing, condoning, or encouraging the completion of any University record, document, or form dishonestly.
- d. Offering or causing to be offered any bribe or favor to a University official in order to influence a decision.
- e. Tampering with the election of any University recognized student organization.
- f. Casting or attempting to cast more than one ballot in any election or referendum on campus.

3. Disorderly Conduct

- a. The University of Georgia fully supports the marketplace of ideas and shall enforce its conduct regulations in accordance with the freedoms of speech and expression protected by the United States and Georgia Constitutions.
- b. Intentional or reckless disruption or obstruction of teaching, research, administration or other University activities, including its public service functions on or off campus, or other authorized non-University activities taking place on University property with the exception of constitutionally protected freedom of speech and expression.
- c. Engaging in conduct that intentionally or recklessly causes or provokes a disturbance that disrupts the academic pursuits, or infringes upon the rights, privacy, or privileges of another person.
- d. Physical abuse, physical intimidation, coercion, and/or other conduct that threatens or endangers the health or safety of another person or violates a legal protective order.
- e. Violation of University policy and procedures regarding sexual harassment, other forms of harassment, and non-discrimination policies.
- f. Violation of published University policies, rules, or regulations.
- g. Failure to comply with directions of University officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
- h. Participation in a campus demonstration that violates the University's Policy on Freedom of Expression, intentionally or recklessly disrupts the normal operations of the University or infringes on the rights of other members of the University community.
- i. Intentional obstruction, which unreasonably interferes with freedom of movement (pedestrian or vehicular) on campus.
- j. Entering an athletic contest, dance, social or other event without the proper credentials for admission (ticket, identification, invitation).

- k. Circulation of any advertising media that violates the University's Policy on Freedom of Expression, intentionally or recklessly disrupts the normal operations of the University or infringes on the rights of other members of the University community.
- 4. Alcohol & Other Drug Related Misconduct
 - a. Use, possession, distribution, or sale of alcoholic beverages except as permitted by law and University policies. Other University policies related to alcohol and other drugs include, but are not limited to, those addressed in the Code of Conduct, University Housing Community Guide, Study Abroad Guidelines, and Campus Life policies regarding social events.
 - b. Providing or facilitating the use, possession or distribution of alcoholic beverages except as permitted by law and University policies.
 - c. Disruptive or disorderly conduct caused by the influence of alcohol and/or other drugs.
 - d. Use, possession, or distribution of narcotic or other controlled substances except as permitted by law.
 - e. Providing or facilitating the use, possession, or distribution of narcotic or other controlled substances except as permitted by law.
- 5. Theft, Damage & Disregard for Property
 - a. No student shall take, attempt to take, or keep in his/her possession items of University property; items or services rented, leased or placed on the campus at the request of the institution; items belonging to students, faculty, staff, guests of the University or student organizations; or items belonging to individuals or businesses off campus without proper authorization.
 - b. Malicious or unwarranted damage or destruction of items of University property; items rented, leased, or placed on the campus at the request of the institution; items belonging to students, faculty, staff, guests of the University or student organizations; or items belonging to individuals or businesses off campus is prohibited.
 - c. Selling or attempting to sell a textbook unless the seller is the owner of the textbook or has the permission of the owner to do so.
 - d. Taking, attempting to take, or keeping items belonging to the library or items placed in the library for display.
- 6. Fire Safety & Sanitation
 - a. Misusing, damaging or tampering with fire safety equipment.
 - b. Setting or causing to be set any unauthorized fire on or in University property.
 - c. Possessing or using fireworks, explosives or other incendiary devices on University property without authorization.
 - d. Making or causing to be made a false fire alarm.
 - e. Intentionally or recklessly obstructing a fire exit in any University building.
 - f. Failure to exit a University building when the fire alarm sounds.
 - g. Failure to maintain an organization's facilities and/or surrounding property creating a potential danger to the health or safety of the occupants or other individuals.
- 7. Weapons
 - a. [Possessing firearms, explosives, other weapons, or dangerous chemicals on University property unless permitted by law.](#)
- 8. Unauthorized Entry/Use of Property/ Facilities /Keys
 - a. Unauthorized entry or attempted entry into any building, office, or other facility, on or off campus.
 - b. Making or attempting to make unauthorized use of University facilities.
 - c. Unauthorized possession, use, or duplication of keys or other methods of controlled access (i.e. cards, codes).
- 9. Student Housing
 - a. Unauthorized entry, attempted entry, or remaining in restricted areas, including roofs, of any University-owned student residence.

- b. Failure to comply with policies established in various residence halls for the protection of the privacy, rights, privileges, health or safety of the community (see The Community Guide, published by the Department of University Housing).
- 10. Computer Use
 - a. Failure to comply with University [computer use policies](#).
- 11. Gambling
 - a. Conducting, organizing, or participating in any activity involving games of chance or gambling except as permitted by law and University policy.
- 12. Hazing
 - a. The University of Georgia does not condone hazing in any form. Hazing is defined as any intentional, negligent or reckless action, activity or situation that causes another pain, embarrassment, ridicule or harassment, regardless of the individual's willingness to participate. Such actions and situations include, but are not limited to, the following:
 - i. Forcing or requiring the drinking of alcohol or any other substance;
 - ii. Forcing or requiring the consumption of food or any other substance;
 - iii. Calisthenics (push-ups, sit-ups, jogging, runs, etc.);
 - iv. "Treeings";
 - v. Paddle swats
 - vi. Line-ups;
 - vii. Theft of any property;
 - viii. Road trips;
 - ix. Scavenger hunts;
 - x. Causing fewer than six (6) continuous hours of sleep per night;
 - xi. Conducting activities that do not allow adequate time for study;
 - xii. Forcing or requiring nudity at any time;
 - xiii. Performing acts of personal servitude for members (driving them to class, cleaning their individual rooms, serving meals, washing cars, shopping, laundry, etc.);
 - xiv. Forcing or requiring the violation of University policies, federal, state or local law.
- 13. Interference with the Orderly Operation of the Conduct Process
 - a. Unreasonably delaying the conduct process by failing to schedule or appear for a meeting as requested by a conduct officer.
 - b. Intentionally providing false, distorted, or misrepresented information to a conduct officer or judicial body or knowingly initiating a false complaint.
 - c. Disrupting the orderly operation of a conduct proceeding.
 - d. Attempting to discourage an individual's proper participation in, or use of, the conduct process.
 - e. Harassing and/or intimidating a member of a judicial body or any participant in a conduct proceeding prior to, during, or after that proceeding.
 - f. Failure to comply with the sanctions imposed under the Code of Conduct.
- 14. Shared Responsibility for Violations
 - a. Acting in concert to violate University conduct regulations.
 - b. Knowingly condoning, encouraging, or requiring behavior that violates University conduct regulations.
 - c. Allowing, condoning, permitting or providing opportunity for a guest to violate University conduct regulations.

Appendix I: Family Educational Rights and Privacy Act of 1974 as Amended (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school. For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the [Federal Relay Service](#).

Or you may contact us at the following address:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-8520